

CITY OF BELLAIRE TEXAS

MAYOR AND COUNCIL

JANUARY 25, 2016

Council Chamber	Regular Session	7:00 PM
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7008 S. RICE AVENUE
BELLAIRE, TX 77401



Mayor

Andrew S. Friedberg

Mayor Pro Tem

Roman F. Reed

Council Member

Gus E. Pappas

Council Member

Michael Fife

Council Member

Trisha S. Pollard

Council Member

Pat B. McLaughlan

Council Member

David R. Montague

Mission Statement:

The City of Bellaire is dedicated to outstanding quality service and facilities to ensure an open, progressive, and secure community.

REGULAR SESSION - 7:00 P.M. - REVISED AGENDA.

A. Call to Order and Announcement of a Quorum - Andrew S. Friedberg, Mayor.

B. Inspirational Reading and/or Invocation - Michael Fife, Council Member.

C. Pledges to The Flags - Michael Fife, Council Member.

1. U.S. Pledge of Allegiance:

I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.

2. Pledge to the Texas Flag:

Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.

D. Personal/Audience Comments.

In order to address the City Council, please complete a "Speaker Form" (located at the entrance to the Council Chamber), and turn in the form to City Clerk Tracy L. Dutton prior to commencement of the meeting. Speakers are limited to five (5) minutes.

The purpose of this item is to allow citizens or other interested parties an opportunity to address City Council on agenda issues and on non-agenda issues that are a matter of the jurisdiction of the City Council (i.e., City policy and legislative issues). Non-agenda issues regarding daily operational or administrative matters should be first dealt with at the administrative level by calling City Hall at (713) 662-8222 during business hours.

[Note: State law will not permit the City Council to fully discuss, debate, or consider items that are not on the agenda. Items that cannot be referred to the City Staff for action *may* be placed on the agenda of a future City Council Session.]

E. Reports:

1. City Manager's Report regarding communication, field and personnel updates, calendar reminders, and notes of appreciation - Submitted by Paul A. Hofmann, City Manager.
2. FY 2016 First Quarter Report for the City of Bellaire, Texas - Submitted by Diane K. White, Assistant City Manager.
3. Presentation of a Report and Recommendations to City Council by a special committee (the "Committee") appointed by the Council to review the Rules of Procedure of the City Council of the City of Bellaire, Texas (the "Rules") and present any proposed revisions thereto; and consideration of and possible action on the Committee's recommendations as set forth therein: (a) adoption of the Committee's proposed rules to replace and supersede all prior Rules; and (b) adoption of an ordinance amending the Code of Ordinances of the City of Bellaire, Texas, for the purpose of repealing Section 2-3, Time and place for Council meetings, and Section 2-19, Consent agenda - Presented and submitted by Andrew S. Friedberg, Mayor, on behalf of the committee.

F. New Business:**1. Consent Agenda:****a. Approval of Minutes:**

Consideration of and possible action on the approval of the minutes of the following sessions of the City Council of the City of Bellaire, Texas:

- i. Mayor and Council - Reception for Outgoing Members - Dec 21, 2015 6:15 PM
 - ii. Mayor and Council - Regular Session - Dec 21, 2015 7:00 PM
 - iii. Mayor and Council - Council Installation - Jan 4, 2016 7:00 PM
- Submitted by Tracy L. Dutton, City Clerk.

b. Code Suspension:

Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, temporarily suspending the application of Chapter 27, Streets, Sidewalks and Public Places, Article V, Public Parks, Section 27-95, Curfew Imposed, of the Code of Ordinances of the City of Bellaire, Texas, for the purpose of allowing the Optimist Club of Bellaire to hold their Annual Barbecue (BBQ) Fundraiser in the Feld Park parking lot located at 6406 Avenue B, Bellaire, Texas, from February 4, 2016, to February 7, 2016, said suspension to commence at 11:00 p.m. and terminate at 5:00 a.m. on the evenings and/or early mornings of Thursday, February 4, 2016, Friday, February 5, 2016, Saturday, February 6, 2016, and Sunday, February 7, 2016 - Submitted by Cheryl Bright, Assistant Director of Parks, Recreation and Facilities, on behalf of the Optimist Club of Bellaire.

c. Authorized Representatives:

- i. Consideration of and possible action on the adoption of a resolution of the City Council of the City of Bellaire, Texas, amending the authorized representatives for the City of Bellaire, Texas, for purposes of transmitting funds for investment in the Texas Local Government Investment Pool (TexPool/TexPool Prime), withdrawing funds from TexPool/TexPool Prime, issuing letters of instruction, and taking all other actions deemed necessary or appropriate for the investment of local funds - Submitted By Diane K. White, Assistant City Manager.
- ii. Consideration of and possible action on the adoption of a resolution of the City Council of the City of Bellaire, Texas, amending the authorized representatives for the City of Bellaire, Texas, for purposes of transmitting funds for investment in the TexSTAR Local Government Investment Pool (TexSTAR), withdrawing funds from TexSTAR, issuing letters of instruction, and taking all other actions deemed necessary or appropriate for the investment of local funds - Submitted by Diane K. White, Assistant City Manager.

- iii. Consideration of and possible action on the adoption of a resolution of the City Council of the City of Bellaire, Texas, amending the authorized representatives for the City of Bellaire, Texas, for purposes of transmitting funds for investment in the TexasTERM Local Government Investment Pool (TexasTERM), withdrawing funds from TexasTERM, issuing letters of instruction, and taking all other actions deemed necessary or appropriate for the investment of local funds - Submitted by Diane K. White, Assistant City Manager.

d. Waiver of Fee(s):

Consideration of and possible action on a request to authorize the City Manager of the City of Bellaire, Texas, to waive the \$30.00 administrative fee charged for the issuance of Community Event Sign permits - Submitted by John McDonald, Director of Development Services.

2. Adoption of Ordinance(s)/Resolution(s):

- a. Consideration of and possible action on a recommendation from the Bellaire Public Works Department for City Council approval, by ordinance, of an amendment to a Contract and Agreement for Engineering Services by and between HDR Engineering, Inc., and the City of Bellaire, Texas, for engineering services associated with the Rebuild Bellaire Phase Five Paving and Drainage Improvements Project and authorization for the Mayor of the City of Bellaire, Texas, to execute, for and on behalf of the City of Bellaire, Texas, a contract amendment proposal with HDR for additional engineering design and construction phase services - Submitted by Brant Gary, Director of Public Works.
- b. Consideration of and possible action on a recommendation from the Bellaire Public Works Department to award Bid No. 16-002, Rebuild Bellaire Phase Five-B Reconstruction Project, to Reytec Construction Resources, Inc., in an amount not to exceed \$8,393,297.00 and to adopt an ordinance of the City Council of the City of Bellaire, Texas, authorizing the Mayor* and the City Clerk of the City of Bellaire, Texas, to execute and attest, respectively, for and on behalf of the City of Bellaire, Texas, a Standard Form of Agreement with Reytec Construction Resources, Inc., for said project in an amount not to exceed \$8,393,297.00 - Submitted by Brant Gary, Director of Public Works.
- c. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, authorizing the Mayor of the City of Bellaire, Texas, to execute, for and on behalf of the City of Bellaire, Texas, a contract for hosted telephone exchange services with Meriplex Communications, Ltd., for a three-year period - Submitted by Larry Parks, Director of Information Technology.

3. Item(s) for Individual Consideration:

- a. Discussion regarding the potential closure of certain streets along the feeder roads to see if there is a general consensus to direct the City Manager and staff to determine procedures and costs to proceed - Submitted by Roman F. Reed, Mayor Pro Tem.

- b. Discussion and possible action to direct City Staff to: (1) prepare a budget amendment for City Council consideration that would allow for the construction of new water lines, as needed, within the FY 2016 budget; (2) to conduct an evaluation of City water lines to define locations of high failure rates of other lines in addition to the 5200 block of Grand Lake Street; (3) to replace water lines in the 5200 block of Grand Lake Street and any other lines that have exhibited high failure rates; and (4) to conduct an engineering analysis to define failure cause and corrective action for new water line construction - Submitted by Pat B. McLaughlan, Council Member.

G. Items for Future Agendas; Community Interest Items from Mayor and City Council:

[Note: It is the intent of this item to provide any member of City Council the opportunity to request to place new items on the agenda of the next Regular Meeting of City Council pursuant to Article 4, Order of Business, Section A, Agenda, of the Rules of Procedure of the City Council of the City of Bellaire, Texas, as of July 13, 2015, and/or to make a report about items of community interest. Community interest items may include expressions of thanks, congratulations, or condolences; information regarding holiday schedules; honorary recognition of City officials, employees, or other citizens or entities; reminders of upcoming events sponsored by the City or another entity that is scheduled to be attended by a City official or City employee; and/or announcements involving an imminent threat to the public health and safety of the citizens of Bellaire that has arisen after the posting of the agenda.]

H. Adjourn.

*Agenda Item F.2.b. has been revised to show the "Mayor" as the signatory of the agreement. The prior version showed the "City Manager" as the signatory of the agreement.

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 01/25/16 07:00 PM
Department: City Manager's Office
Category: Presentation
Department Head: Diane K White
DOC ID: 1778

**SCHEDULED
ACTION ITEM (ID # 1778)**

Item Title:

City Manager's Report regarding communication, field and personnel updates, calendar reminders, and notes of appreciation - Submitted by Paul A. Hofmann, City Manager.

Background/Summary:

City Manager's Report regarding communication, field and personnel updates, calendar reminders, and notes of appreciation.

Previous Council Action Summary:

N/A

Fiscal Impact:

N/A

Recommendation:

N/A

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 01/25/16 07:00 PM
Department: City Manager's Office
Category: Presentation
Department Head: Diane K White
DOC ID: 1751

**SCHEDULED
ACTION ITEM (ID # 1751)**

Item Title:

FY 2016 First Quarter Report for the City of Bellaire, Texas - Submitted by Diane K. White, Assistant City Manager.

Background/Summary:

Assistant City Manager Diane K. White will present the First Quarter Report for the fiscal year 2016 (period beginning October 1, 2015 - to December 31, 2015) to members of City Council.

Previous Council Action Summary:

N/A

Fiscal Impact:

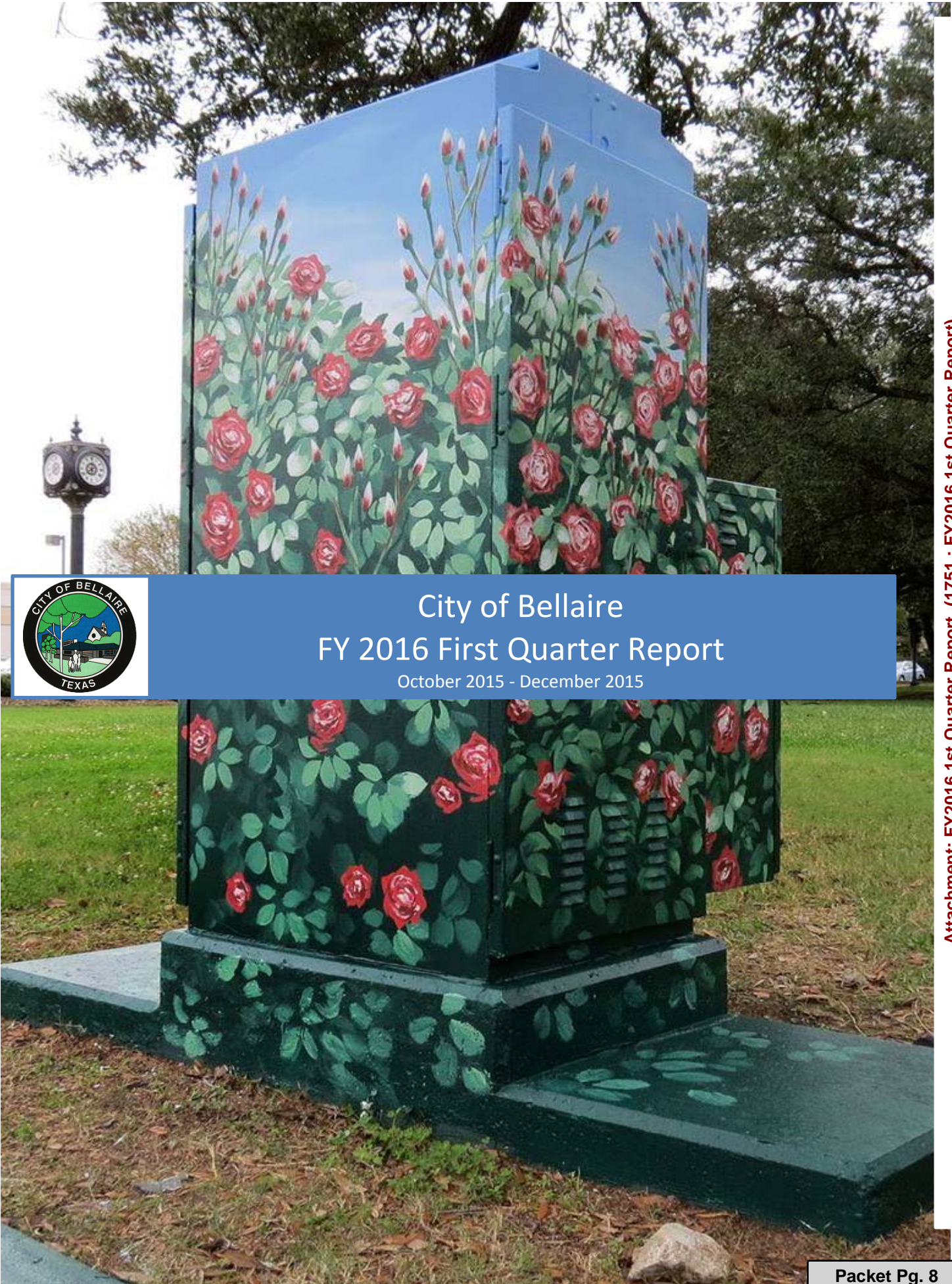
N/A

Recommendation:

Acceptance of the report into the record

ATTACHMENTS:

- FY2016 1st Quarter Report (PDF)



City of Bellaire FY 2016 First Quarter Report October 2015 - December 2015

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Personnel Analysis

In the first quarter, we had ten separations—including two retirements and two due to promotion—and nine new hires - (see chart below). As of December 31, 2015, we had 22 vacancies; however, we have hired one police officer, one firefighter paramedic, one senior accountant, and two Public Works Solid Waste employees.

The Fire department is fully staffed and the Police department is down to one vacancy in sworn positions. Also, at the time of this report, the Chief Financial Officer announced a January 15, 2016 retirement date.

The market adjustment approved by City Council was implemented with the first payroll in October which moved the pay plan by 1.5%.

Step increases effective the beginning of the second quarter will be reflected in the second quarter report.

1 st Qtr New Hires	1 st Qtr Separations
3 Police Officers (1 rehire; 1 promotion)	1 Librarian
3 Laborers	2 Equipment Operators
1 Equipment Operator	2 Laborers (1 retired)
1 Administrative Assistant (CMO)	1 Firefighter Paramedic
1 Sr. Human Resources Generalist (promotion)	1 Senior Accountant
	1 Administrative Services Manager (PW)
	1 Administrative Assistant - Parks (promoted to HR Generalist)
	1 Communicates Officer (promoted to Police Officer)

Department Vacancies					
Department	Adopted Budgeted Positions	12/31/2015	3/31/2016	6/30/2016	9/30/2016
General Fund					
City Manager's Office	10	0			
Finance	9	1			
Development Services	8	1			
Fire	24	1			
Police	59.5	5			
Parks, Rec., & Facilities	22.5	1			
Library	7.5	1			
Public Works	9	3			
Enterprise Fund					
Water	8	2			
Wastewater	11	3			
Solid Waste & Recycling	13	4			
Total	183.5	22			

Attachment: FY2016 1st Quarter Report (1751 : FY2016 1st Quarter Report)

General Fund

The General Fund is projected to end FY 2016 with a fund balance of \$4,308,056. The beginning balance for FY 2016 has been adjusted to reflect FY 2015 year end actuals.*

General Fund FY 2016 1st Quarter Revenue & Expenditure Report			
	Adopted Budget	Year to Date (Unaudited)	Projections
Beginning Balance	5,175,257	5,604,047	5,604,047
Revenue	19,047,107	4,309,072	19,047,107
Expense	20,343,098	5,161,751	20,343,098
Ending Balance	3,879,266		4,308,056

The projected ending balance is greater than budgeted by \$428,790.

Based on the first quarter, actual revenues in the general fund are under the allocated budget by \$655,614. The allocated budget is based on the average revenues received over five years. The reason for this higher variance is due to the timing of December property tax receipts. Payment for property taxes were received and booked in January 2016. Actual revenues received to adopted budget are right on target for this time of the year at 23% of overall revenue received through December 31, 2015.

First quarter expenditures for budget to actual are also right on target at just over 25% expended. Based on the five year average of expenditures the actual spent to the allocated budget under by \$158,881. A majority of this is reflected in the allocated budget for salary and benefits. However, actual to budget expended is right at 26%.

Based on this we expect to end the FY 2016 budget year on target.

*This note is for purposes of explaining the year to date column above with a revised unaudited beginning balance. During the FY 2015 fourth quarter report it was reported that the General fund expenditures came in under projections by \$357,979 at \$16,669,028, 98% of budget. Revenues came in at \$17,594,534 which is \$15,512 more than projected.

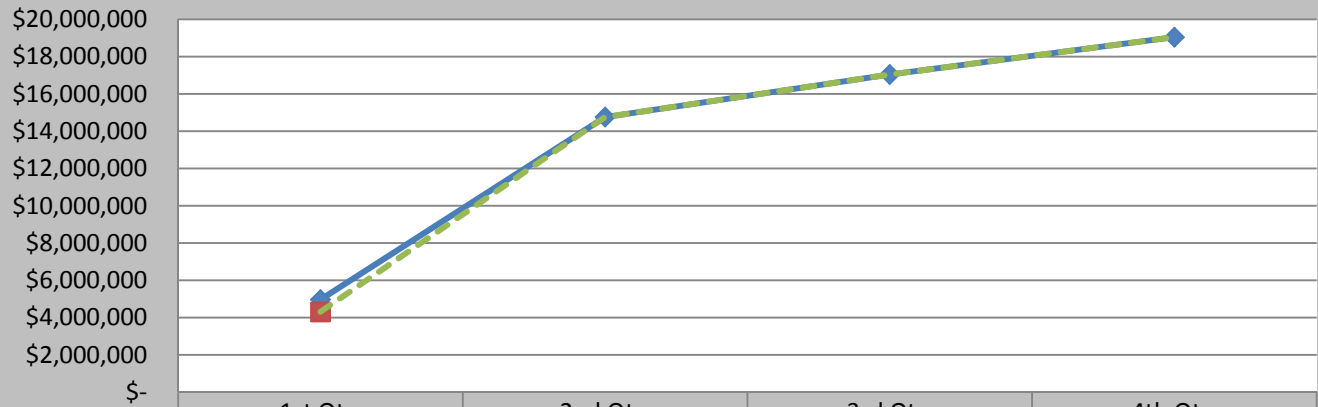
Including the increase in revenues, the fund balance increased \$373,491 more than projected for year-end. This will be an increase to the budgeted ending balance for FY 2016. This is a one-time source available for appropriation in FY 2017.

Future potential uses of the increased FY 2016 ending balance of \$373,491 include:

- Offset the projected deficit of the sixty (60) day fund balance requirement in the fiscal forecast.
- Reduce the "catchup" needed for the vehicle and equipment replacement plan.
- Increase the contribution to the general fund transfer to the CIP.

General Fund Revenue Chart

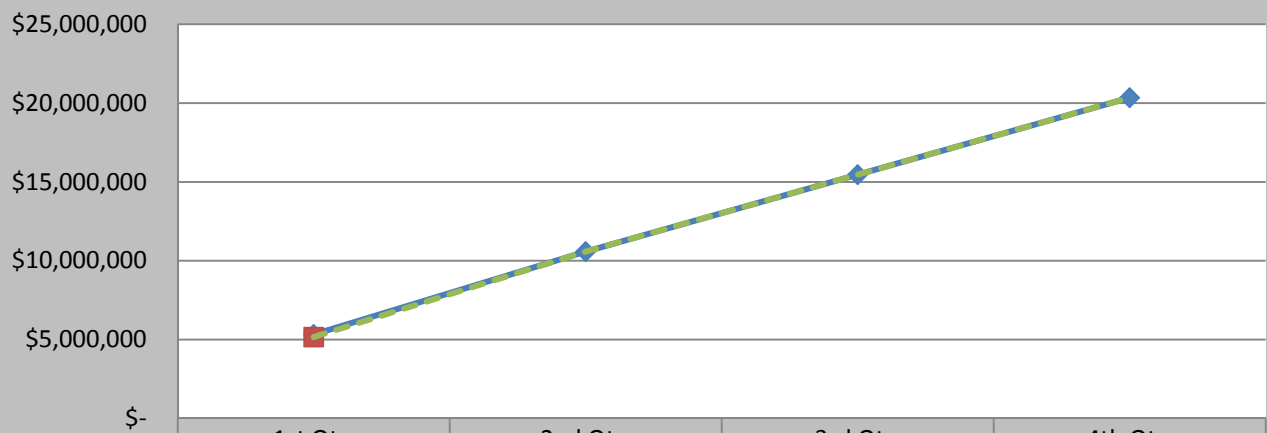
General Fund Revenue



	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.
◆ Budget	\$4,964,686	\$14,759,984	\$17,041,915	\$19,047,107
■ Year to Date	\$4,309,072			
--- Projection	\$4,309,072	\$14,759,984	\$17,041,915	\$19,047,107

General Fund Expenditure Chart

General Fund Expenditures



	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.
◆ Allocated Budget	\$5,320,633	\$10,578,411	\$15,460,754	\$20,343,098
■ Year to Date	\$5,161,751			
--- Projection	\$5,161,751	\$10,578,411	\$15,460,754	\$20,343,098

General Fund FY 2016 Revenue & Expenditure Report by Department					
	FY 2016 Adopted Budget	FY 2016 Amended Budget	FY 2016 Year to Date (Unaudited)	% of Amended Budget (Collected/Spent)	FY 2016 Projected Budget
Revenue					
Current Property Taxes	11,359,339	11,359,339	2,543,642	22.39	11,359,339
Franchise Taxes	1,397,000	1,397,000	401,106	28.71	1,397,000
Sales Tax	2,454,118	2,454,118	592,864	24.16	2,454,118
Permits	747,750	747,750	148,574	19.87	747,750
Fees	331,900	331,900	81,672	24.61	331,900
License	2,900	2,900	90	3.10	2,900
Intergovernmental	2,800	2,800	0	0	2,800
Rental	27,200	27,200	6,051	22.25	27,200
Aquatics	330,000	330,000	10,823	3.28	330,000
Program Fees	172,500	172,500	21,881	12.68	172,500
Athletics	358,000	358,000	47,942	13.39	358,000
Other Fees	16,500	16,500	2,592	15.71	16,500
Public Safety	382,300	382,300	93,440	24.44	382,300
Other Revenue	4,500	4,500	971	21.58	4,500
Fines	766,500	766,500	169,374	22.10	766,500
Investment Earnings	32,500	32,500	7,669	23.60	32,500
Misc.	27,300	27,300	23,563	86.31	27,300
Business Enterprise Transfer	634,000	634,000	156,817	24.73	634,000
Total	\$ 19,047,107	\$ 19,047,107	\$4,309,071	22.62%	\$ 19,047,107
Expenditures					
Administration	2,391,824	2,391,824	808,842	*33.82	2,391,824
Legal Service	100,000	100,000	8,303	8.30	100,000
Finance	1,153,645	1,153,645	282,061	24.45	1,153,645
Development Services	895,092	895,092	181,219	20.25	895,092
Fire	2,727,055	2,727,055	697,073	25.56	2,727,055
Police	5,398,444	5,398,444	1,407,954	26.08	5,398,444
Parks, Rec., & Facilities	3,489,860	3,489,860	749,176	21.47	3,489,860
Library	676,833	676,833	174,954	25.85	676,833
Public Works	1,126,345	1,126,345	262,265	23.28	1,126,345
Transfer Out	2,384,000	2,384,000	589,900	24.74	2,384,000
Total	\$ 20,343,098	\$ 20,343,098	\$5,161,747	25.37%	\$ 20,343,098
Revenues/Expenditures	(\$1,295,991)	(\$1,295,991)	(\$852,679)		(\$1,295,991)

* Administration includes Human Resources, IT, City Clerk, Project Management and City Manager's Office. Administration is tracking higher than others due to the annual payments to software providers for maintenance and subscription based services and due to the payment of the City's property, auto and liability insurance which was paid in the first quarter.

Attachment: FY2016 1st Quarter Report (1751 : FY2016 1st Quarter Report)

Enterprise Fund

The Enterprise Fund is projected to end the FY 2016 with a fund balance of \$1,343,223, which is \$232,814 more than budgeted. This is due to expenditures coming in less than budgeted for FY 2015.*

Enterprise Fund FY 2016 1st Quarter Revenue & Expenditure Report			
	Adopted Budget	Year to Date (Unaudited)	Projections
Beginning Balance	\$ 2,089,955	*2,322,769	2,322,769
Revenue	7,746,600	1,935,652	7,746,600
Expense	8,726,146	2,133,574	8,726,146
Ending Balance	\$ 1,110,409		1,343,223

Overall revenues are under the average five year of revenues collected for the first quarter by \$99,270. This is mainly due to water revenues being under their allocated budget. For the first quarter of FY 2015, the City had 13.03 inches of rain compared to the 36.83 for the first quarter of FY 2016. Overall actual revenues collected to budget is at 25% for the first quarter, which is right on target.

Enterprise Fund expenditures are right on target just over the allocated budget by \$2,710.

*This note is for purposes of explaining the year to date column above with a revised unaudited beginning balance. Enterprise fund expenditures came in under projections by \$294,641 at \$7,950,972, 90% of budget

Revenues came in at \$35,172 less than projected at \$7,130,720.

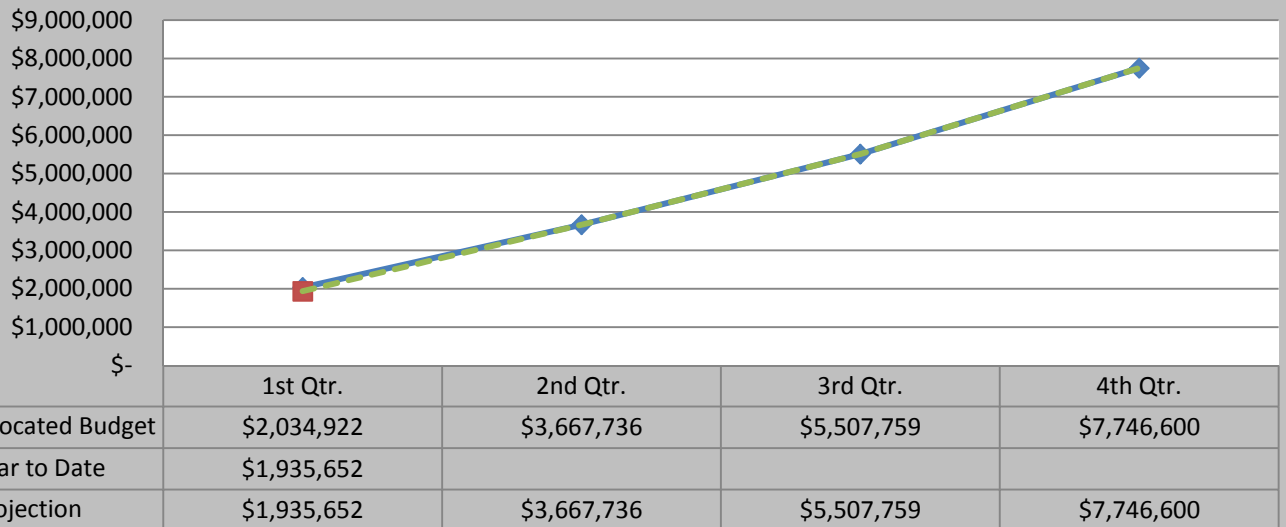
Including revenues, the fund balance increased \$259,469 more than projected for year-end. This will be an increase to the budgeted ending balance for FY 2016. This is a one-time source available for appropriation in FY 2017.

Future potential uses of the increased FY 2016 ending balance of \$259,469 include:

- Offset the projected deficit of the sixty (60) day fund balance requirement in the fiscal forecast.
- Reduce the “catchup” needed for the vehicle and equipment replacement plan.
- Increase the contribution to the enterprise fund transfer to the CIP.

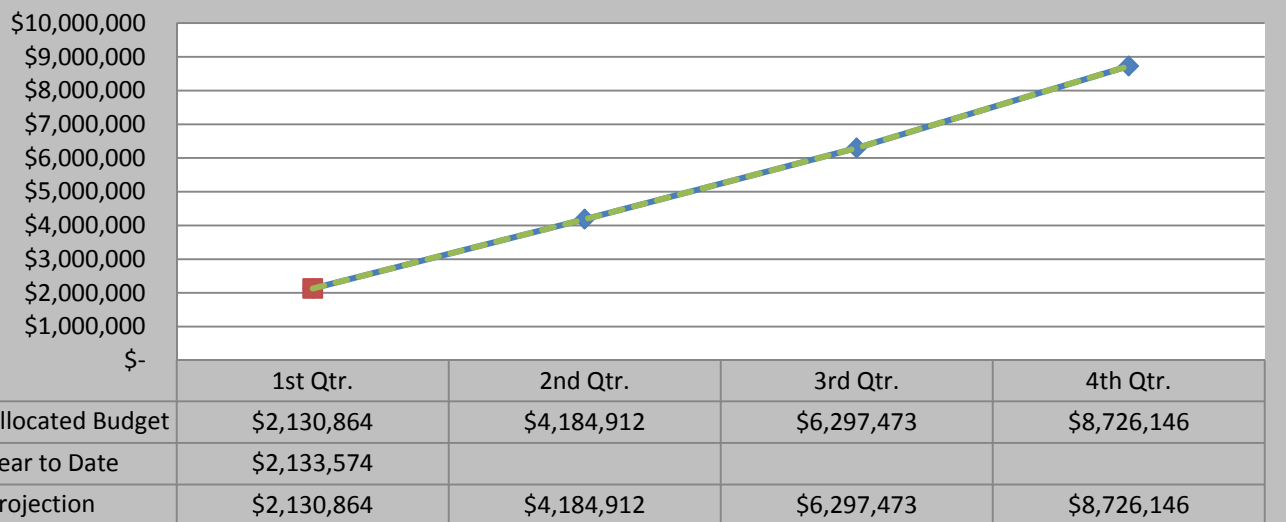
Enterprise Fund Revenue Chart

Enterprise Fund Revenues



Enterprise Fund Expenditures

Enterprise Fund Expenditures



Enterprise Fund FY 2016 Revenue & Expenditure Report by Department				
	FY 2016 Adopted Budget	FY 2016 Year to Date (Unaudited)	% of Adopted Budget (Collected/Spent)	FY 2016 Projected Budget
Revenue				
Water Sales	3,683,900	934,437	25.37	3,683,900
Waste Water Service	2,270,000	554,017	24.41	2,270,000
Solid Waste – Garbage & Brush Pickup	1,675,500	418,409	24.97	1,675,500
Miscellaneous	117,200	28,789	24.56	117,200
Total	\$ 7,746,600	\$ 1,935,652	24.99%	\$ 7,746,600
Expenditures				
Water Production	499,985	110,604	22.12	499,985
Water Distribution	584,449	126,176	21.59	584,449
Surface Water	1,833,300	559,043	*30.49	1,833,300
Wastewater Collection	579,321	89,315	15.42	579,321
Wastewater Treatment	877,399	225,818	25.74	877,399
Solid Waste – Garbage & Brush Pickup	1,399,122	285,303	20.39	1,399,122
Utility Billing	256,470	67,869	26.46	256,470
Transfers Out/Other	2,696,100	669,442	24.83	2,696,100
Total	\$ 8,726,146	\$2,133,570	24.45%	\$ 8,726,146
Revenues/Expenditures	(\$979,546)	(\$197,918)		(\$979,546)

* This note is to explain why the Surface water division is tracking higher than others. Two expenditures are reflected in this budget which are purchase of ground water credits and the purchase of water from the City of Houston. This is due to the payment of the City's ground water credits which takes place in the first quarter. The purchase of the water from the City of Houston is right on track at 23%.

Management & Capital Improvement Projects

During the budget process Council was presented with the Management Projects developed to provide service enhancements and review and develop policies which will allow the City to become more efficient. Council was also presented with the FY 2016 Capital Projects which have been designed to meet today's infrastructure needs as well as those of the future. Outlined below are the milestones completed in the first quarter.

Management Projects

MP 1601 – Manage Turnover, Effectively Recruit & Fill Public Safety Positions:

Implemented 1.5% pay plan market adjustment increase, which was initially payable the first pay period of FY 2016. A salary and incentive survey was prepared by the team and sent out to select benchmark organizations for completion. As surveys are returned, data is being compiled to develop a report and presentation for the February 15, 2016 City Council Meeting. (See also MP 1608)

MP 1602 – Enhance Public Safety Communication & Outreach:

The Citizen Survey preparation is in progress, and Council will receive information on the initial survey at the February 15, 2016 City Council meeting. The Guide to Bellaire has been completed and will be made available at the State of the City on February 1, 2016 during the Open House to be held that evening. In addition, all new residents will receive the guide once they sign up for their utility account. Planning for the State of the City began in December and the upcoming Communication Team meetings will be devoted to that event. The Bellaire Leadership Class, or Bellaire Basics, is being developed. Planning for Family Safety Day has also begun and the event is scheduled for April 23, 2016.

MP 1603 – Develop Keep Bellaire Beautiful Presence / Organizational Plan:

The Beautification Team is working to establish processes that will refine the Resident Request Tracker program both internally and externally. This process will lead the team into revitalizing and re-educating the employees on the Field Observation Program. Members of the team have met with utility representatives to keep the connection open and will continue to meet at least quarterly. Landscape contract administration relations have improved and more detail has been given to the landscaping in the City Right of Ways. The team will continue to move forward with discussions and plans of the team to tour the city and identify beautification needs from a staff perspective. The team has also collaborated with the Bellaire Arts Board on seasonal banners and will continue to work with them on other beautification projects as they arise. We will be enhancing and building on the holiday decoration plan as we begin to prepare for the upcoming budget year. (See also MP 1607)

MP 1604 – Improve Project Management & Reporting:

The proposed FY 2016 Capital Improvement Plan is in development with the relevant City Departments actively participating. A Capital Improvement Project Update section of the Notify Me system is in place, and its use will continue to grow as citizens are made aware of it through community meetings and other communications. Updated and expanded information for the Projects section of the City of Bellaire website have been developed and will be implemented during the second quarter of FY 2016. Project reporting focus has been on providing consistent and timely updates to Owners, Stakeholders, City Administration, etc.

MP 1605 – Ensure Smooth Transition from Construction through Management / Programming and Maintenance of Evelyn's Park:

The soils condition issue has been resolved, with Council approval of the change order necessary to amend the project scope. Construction is anticipated to be complete in August 2016 although the project has experienced an additional 15 days of delay due to inclement weather as of the end of December. The Evelyn's Park Conservancy Board is actively pursuing fundraising strategies and events planning, as reported to Council at the most recent Evelyn's Park quarterly report. The City Manager attends the bi-weekly meetings of the Board. Representatives of Evelyn's Park Building

Committee meet each week with the Project Manager and/or the Construction Manager to receive updates. Staff has provided Evelyn's Park Conservancy Board with a draft of possible park rules and operational rules to consider.

MP 1606 – Implement Block Inspections:

Field inventory work is in progress, though it is not yet complete. The street surface inspection criteria will be complete in January 2016. Work order criteria should be complete in April 2016. Field testing and work orders should be implemented in April 2016. Complete data collection is on schedule for May 2016.

MP 1607 – Improve Appearance and Management of Public Grounds & Rights-of-Ways:

The Cultural Arts Board feedback on seasonal banners has been received and implemented. Parks and Recreation Advisory Board has suggested playground improvements at Mulberry Park. Staff periodically meets with Citizens for a Beautiful Bellaire while they complete their project recommendation. (See also MP 1603)

MP 1608 – Implement Market Adjustment to Maintain Competitiveness:

Implemented 1.5% pay plan market adjustment increase, which was initially payable the first pay period of FY 2016. A salary and incentive survey was prepared by the team and sent out to select benchmark organizations for completion. As surveys are returned data is being compiled to develop a report and presentation for the February 15, 2016 City Council Meeting. (See also MP 1601)

MP 1609 – Implement Solid Waste Routing Efficiency Improvements / Eliminate the General Fund Subsidy:

The household hazardous waste voucher program agreement with the City of Houston is in the process of being executed by the City of Houston.

MP 1610 – Amend Park & Development Services Fees to More Equitably Distribute Cost Burden / React to Market Conditions:

Development Services and Parks, Recreation and Facilities have implemented the approved fee increases.

MP 1611 – Implement Fully Funded Vehicle / Equipment Replacement Fund Catchup:

With the adoption of the FY 2016 Budget, the implementation of this program is underway. Council approved the purchase of several police vehicles on January 4, 2016. Public Works, Development Services and Parks, Recreation and Facilities are scheduled to bring forth their vehicle recommendations to City Council on February 15, 2016.

MP 1612 – Conduct Water and Wastewater Rate Analysis / Prepare for FY 2017 Implementation:

The team determined that the Public Utility Commission (PUC) will provide a rate study at no cost to the City. The team met with the consultant from the PUC regarding scope and requirements and provided the requested documents to the consultant in January 2016. The rate study will take up to 60 days to complete, and is expected in March 2016.

MP 1613 – Network and Data Management:

Presentation to Council on off-premises telephone services occurred on December 7, 2015, with Council consideration planned for January 25, 2016. Remote access to network resources is on hold due to concerns from the virus activity over Veterans Day. Implementation of a managed wireless network has been accelerated, and all stated facilities will be complete in January 2016.

Capital Projects

Rebuild Bellaire Phase 5A:

Total Contracting Limited (TCL) is the contractor. The 500 block of College, the 5300 - 5400 blocks of Pocahontas and the 5100 block of Evergreen are substantially complete and open to traffic. The 5100 - 5200 blocks of Pocahontas are scheduled to be complete by the end of January 2016. Fifth Street is scheduled to be completed by the end of February 2016. The 4700 - 4900 blocks of Bellview are under construction and scheduled to be completed, along with the 4900 block of Wellford by the end of June 2016. Anticipated completion of the entire project is mid-August 2016.

Rebuild Bellaire Phase 5B:

Bids were received December 17, 2015. Award of the construction contract will be presented to City Council on January 25, 2016 for consideration. Construction is expected to begin in March 2016 with completion in June 2017. A community meeting was held on January 21, 2016 in the Civic Center.

FY 2014 Pavement Management (Construction):

AAA Asphalt Paving, Inc. is the contractor. All work that was part of the original contract has been completed. The contractor and ARKK Engineers, Inc. have met and developed a punch list of items to be addressed. Due to available budget, the contractor was given the notice to proceed on the 5300 - 5400 blocks of Pine Street. This was initially an add alternate to the FY 2015 project but was not awarded due to budget constraints. The contractor mobilized on this section the week of December 28, 2015. Completion is expected by the end of January 2016.

FY 2015 Pavement Management (Construction):

AAA Asphalt Paving, Inc. is the contractor and they are currently completing the additional work added to the FY 2014 Pavement Management Project. They will begin construction on the FY 2015 Pavement Management Project once that work is completed.

FY 2016 Pavement Management Program:

ARKK Engineers, Inc. is currently developing base maps and will have the street and sidewalks evaluated by the end of January 2016. Design for the project is underway and bidding for the construction is expected later in FY 2016.

FY 2014 Street Marking Replacement:

Batterson, Inc. is the contractor. All work has been completed and the contractor is completing the closeout documentation. We are currently evaluating the use of savings in this contract to remove the old paint from selected curbs.

Storm Water Drainage Plan:

A meeting has been requested with Harris County Flood Control District to seek participation and collaboration. Modeling of the infrastructure is ongoing, as well as the **Tropical Storm Allison Recovery Project (TSARP)** data analysis.

Wastewater Treatment Plant Fine Screen Building Replacement:

Replacement of fine screens is now complete. Revised specifications and drawings for the building are being developed. Construction is scheduled to be completed by the end of March 2016.

Citywide SCADA Systems Upgrade Project Phase 1:

The Supervisory Control and Data Acquisition (SCADA) system for the Bellaire Water Plant and Feld Water Plant is now operational and working. Cellular communication equipment has been installed at the three water plants (Central, Feld Park and Renwick) and the three remote wastewater lift stations (Bellaire, Rice and Wendell) in anticipation of further improvements at those sites. The City Engineer is soliciting quotes to perform Phase 1 work. Phase 1 improvements, which include software development and programming, are scheduled to be completed by April 2016.

Citywide SCADA Systems Upgrade Project Phase 2:

The design and scoping for this project is scheduled to begin in April 2016 after the Phase 1 improvements are in place and operational.

Wendell & Bellaire Lift Station Rehabilitation Program Phase 1:

The Bellaire Lift Station was flooded and inoperable for several weeks due to the May 2015 flood event, and the FY 2015 funding has been reallocated to the flood damage repairs for items not covered by insurance. The total estimated cost for repairs for Bellaire Lift Station is approximately \$215,000, which would be funded with insurance proceeds and \$50,000 from the FY 2015 CIP Project. The most recent estimate for repairs presented to Council was \$167,000 but repairs to the leak in the well wall, control panel for Pump #3 and Pump #1 itself increased costs to approximately \$215,000. Texas Municipal League (insurance) is still evaluating the final portion of our claim. Wendell Lift Station repairs will be addressed under Phase 2 in the approved FY 2016 CIP.

Wendell & Bellaire Lift Station Rehabilitation Program Phase 2:

The design of the rehabilitation of the Wendell Street Lift Station is underway and is tentatively scheduled to bid in March 2016.

Water Line Improvements Project:

A Absolute Plumbing, Inc. is the contractor, and the scope of work in the original contract is substantially complete. On December 18, 2015, a Change Order to the project was approved by Council adding the 5100 block of Grand Lake from S. Rice Avenue to Fifth Street. The contractor mobilized on December 28, 2015 for this portion of the project, and this work is scheduled to be completed by the end of January 2016.

Wastewater Collection Line Replacement:

Clean Serve has been contracted and the lines on the 5700 block of Innsbruck and the 500 block of Cascade are scheduled to be cleaned and televised.

Rehabilitation of the Renwick Ground Storage Tank:

The design of the tank rehabilitation is underway and is scheduled to be ready for bidding in April 2016.

Wastewater System Upgrades:

This project is currently in the scoping phase with ARKK and Public Works personnel. The project consists of several smaller parts that may be bid together or separately. The project design phase is scheduled to be complete by September 2016.

Evergreen Park Master Plan:

A preliminary plan has been completed and presented to City Council. The Parks and Recreation Advisory Board was scheduled for January 20, 2016 to receive and consider public comments. Clark Condon will present the process and the current status of the master plan at the public meeting.

Evelyn's Park Phase 1:

After an 8 week delay to determine a solution for the soil condition concerns plus an additional 4 weeks to accomplish the work, the original scope of construction is moving forward. The subsurface soil conditions have been remedied, and progress is ongoing on the underground utilities. Preparations have been made for construction of the western parking lot and the event center foundation. The project has experienced an additional fifteen days of construction delays due to inclement weather as of the end of December.

Bellaire Town Square Municipal Facilities Design & Library Conceptual:

PGAL is moving forward with the design phase. City Council approved entering into a contract with Christensen/ Horizon partnership for preconstruction services, and the contract is in place. Preparations are underway to present progress at the February 1, 2016 Open House and Town Hall Meeting, which will show the site plan, blocking diagrams, elevation options, and an updated cost estimate.

Park Improvement Projects:

The Holly Street project is complete. A ribbon cutting ceremony was held on January 12, 2016 at the western end of the esplanade and included Council Members, representatives from the Parks, Recreation and Facilities Department, the Communication and Special Events Team, and City Manager's Office, and numerous residents. This project also included funds for improvements to fencing in multiple parks, which has been completed, and improvements to Lafayette Park, which has also been substantially completed. Improvements to Lafayette Park included a new playground, new benches, tables, trash cans, a drinking fountain, and landscape improvements.

Nature Discovery Center Improvements:

The Nature Discovery Center plans are complete and have been reviewed by Development Services. Bids were sought and received in December 2015. Contractor selection interviews and evaluation also occurred in December 2015. The Nature Discovery Center board is finalizing the selection and a construction contract will be negotiated in January – February 2016.

Playground and Shade Structures:

Parks Board voted to focus funds for a new playground and shade shelter at Mulberry Park after reviewing the conditions at several of the City's parks. The Parks Superintendent is reviewing several playground options and will present them to the Parks Board on March 16, 2016.

Public Works Facility Assessment:

PGAL has completed the assessment which was accepted by City Council in November 2015. Based on the assessment, Council voted to demolish the Public Works Administration Building and to secure modular buildings for Public Works operations.

Regional Mobility Study:

The Mobility Study has been completed and was presented to Council on December 7, 2015.

ROW Analysis, Integration, & Planning Project:

An engineering proposal for this project is currently in development.

UV-T Infrastructure:

The UVT infrastructure project is on indefinite hold until funding is identified/acquired.

Trends

Development Statistics				
	FY 2015 1 st Quarter		FY 2016 1 st Quarter	
	QTY.	Value	QTY.	Value
New Home Construction	25	\$ 12,564,207.75	22	\$ 11,061,147.00
Home Remodeling	93	\$ 1,239,912.71	99	\$ 1,344,702.00
New Commercial Construction	1	\$ 9,358,460.00	0	\$ 0.00
Commercial Remodeling	21	\$ 1,659,019.52	20	\$ 3,438,584.70
Demolition	19		18	

Crime Statistics						
	October		November		December	
	FY 2015	FY 2016	FY 2015	FY 2016	FY 2015	FY 2016
Homicide	0	0	0	0	0	0
Sexual Assault	0	0	0	0	1	0
Robbery	4	1	0	1	0	1
Assault	2	5	0	2	3	5
Burglary Residence	1	5	11	4	2	8
Burglary Building	1	1	1	6	5	2
Theft	14	11	14	14	26	21
Motor Vehicle Theft	3	2	2	1	1	4

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 01/25/16 07:00 PM
Department: City Manager's Office
Category: Discussion
Department Head: Paul A. Hofmann
DOC ID: 1783

SCHEDULED**ACTION ITEM (ID # 1783)****Item Title:**

Presentation of a Report and Recommendations to City Council by a special committee (the "Committee") appointed by the Council to review the Rules of Procedure of the City Council of the City of Bellaire, Texas (the "Rules") and present any proposed revisions thereto; and consideration of and possible action on the Committee's recommendations as set forth therein: (a) adoption of the Committee's proposed rules to replace and supersede all prior Rules; and (b) adoption of an ordinance amending the Code of Ordinances of the City of Bellaire, Texas, for the purpose of repealing Section 2-3, Time and place for Council meetings, and Section 2-19, Consent agenda - Presented and submitted by Andrew S. Friedberg, Mayor, on behalf of the committee.

Background/Summary:

On January 4, 2016, the City Council appointed the Committee to review the Rules and present any proposed revisions thereto at the next regular meeting of the City Council. This was motivated by the fact that over a period of 20 years, no comprehensive review of the Rules had been undertaken.

Members of the Committee included Mayor Andrew S. Friedberg, Council Member David R. Montague, and Council Member Trisha S. Pollard.

The Committee's report was distributed to the City Council on January 14, to give Council members as much time as possible to review and consider the Committee's recommendations, and is also attached hereto.

The Committee recommends that City Council:

1. Adopt the Committee's proposed rules; and
2. Revise the Code of Ordinances of the City of Bellaire, Texas, by repealing:
 - a. Sec. 2-3, Time and place for council meetings; and
 - b. Sec. 2-19, Consent agenda.

A resolution has been prepared for the purpose of adopting the Committee's proposed rules and an ordinance has been prepared for the purpose of making the recommended revisions to the Code (see attachments).

Previous Council Action Summary:

The Rules of Procedure of the City Council of the City of Bellaire, Texas, were previously revised and adopted on July 13, 2015, by individual consideration of the City Council.

Fiscal Impact:

N/A

Recommendation:

The Committee recommends favorable action on the recommendations presented to City Council.

ATTACHMENTS:

- Rules Committee Report (PDF)
- Cover Sheet A (PDF)
- Exh_A_Committee Proposed_Rules of Procedure (PDF)
- Cover Sheet B (PDF)
- Exh_B_Redline (PDF)
- ASF_20160120_Adoption of Rules of Procedure of City Council - January 2016 (DOC)
- ASF_20160118_Code Amendment - Ch 2 - Removal of Meeting Dates and Times and Consent Agenda (DOC)



Andrew S. Friedberg, Mayor
David R. Montague, Councilman
Trisha S. Pollard, Councilman

Special Committee on City Council Rules of Procedure

REPORT AND RECOMMENDATIONS TO CITY COUNCIL

On January 4, 2016, the City Council appointed a special committee (the "Committee") to review the Rules of Procedure for the City Council of the City of Bellaire, Texas (the "Rules") and present any proposed revisions thereto at the next regular meeting of the City Council. This was motivated by the fact that over a period of 20 years, no comprehensive review of the Rules had been undertaken. The result of the Committee's work is nothing short of a complete overhaul of the Rules as recommended in this report.

The Committee recommends that City Council:

1. Adopt the proposed rules ("Proposed Rules") attached hereto as Exhibit A.
2. Revise the Code of Ordinances (the "Code") by repealing:
 - a. Sec. 2-3, *Time and place for council meetings*; and
 - b. Sec. 2-19, *Consent agenda*.

For reference, a redline comparison of the Proposed Rules against the current Rules is attached hereto as Exhibit B.

DISCUSSION

1. Adopt the Proposed Rules attached hereto as Exhibit A.

Generally, the Committee's proposed changes (a) significantly reorganize the Rules document, (b) remove several instances of duplication, and (c) improve the text throughout. It is expected that most of the proposed changes are self-explanatory, but some merit specific mention:

- Art. 1, Sec. B, *Precedence of Authority* – updates the parliamentary authority to the current, 11th edition of Robert's Rules of Order Newly Revised.
- Art. 2, Sec. L, *Written Comments* – formalizes Council's new procedure for receiving written public comments in lieu of oral personal/audience comments at a meeting.
- Art. 2, Sec. S, *Conflicts of Interest* – distinguishes between business/real property conflicts of interest and personal conflicts, requiring affidavits only for the former category as required by law.

- Art. 2, Sec. V, *City Attorney's Legal Memoranda* – formalizes Council's request for regular updates from the City Attorney, and provides that they be provided at least by each Friday before a regular session.
- Art. 3, *Meetings of the City Council* – clarifies the distinction between "sessions" and "meetings" as parliamentary terms, and defines different types of meetings; also, rules and procedures governing each of the different types of meetings are relocated to this article as an organizational improvement.
- Art. 3, Sec. A, *Regular Sessions* – provides flexibility in varying from the 7:00 pm start time, which will allow for 6:00 pm (or other) meetings (e.g., board interviews, public hearings) without requiring a separate, special session agenda to be posted, and furthermore, eliminating the gap of time that often occurs between meetings prior to 7:00 pm; also, provides for the automatic rescheduling of regular sessions falling on city holidays.
- Art. 3, Sec. B, *Special Sessions* – changes the number of Council members required to call a special session, to resolve a conflict between the current Rules and the City Charter.
- Art. 3, Sec. C.5., *Minutes of Workshops* – clarifies and formalizes the procedure for the taking of minutes in relation to workshops.
- Art. 3, Sec. E, *Town Hall Meetings* – replaces "town meetings" in the current Rules and establishes procedures for town hall meetings.
- Art. 3, Sec. G, *Annual State of the City* – separates out the annual state of the city as distinct from a town hall meeting (town meeting in the current Rules).
- Art. 4, Sec. E.10., *Community Interest Items from the Mayor and City Council* – removes "items for future agendas" from this order of business to better conform to the Texas Open Meetings Act (the "Act"), *but*, still expressly provides for any member of the City Council to make a report about an item of community interest and request that it be placed on a future agenda, all as set forth in the Act.
- Art. 5, *Rules Governed by Texas Open Meetings Act*, creates a new article essentially as a state law reference; several existing rules are based on the Act but the current Rules document doesn't make clear which ones and how they're related to the Act.

2. Revise the Code.

a. Repeal Sec. 2-3, *Time and place for council meetings*.

This section of the Code is in conflict with the Charter.

The Charter provides that "[t]he City Council shall meet regularly *at such times as may be prescribed by its rules*, but not less frequently than twice each month." *Charter, Article II, The Council, Section 15, Meetings of Council*. (emphasis added)

Section 2-3 of the Code, which specifies 7:00 pm on the first and third Mondays of each month as the time for regular sessions, conflicts with the Charter provision that the schedule be prescribed by the Rules.

As such, it should be repealed. Note that *Art. 3, Sec. A, Regular Sessions*, of the Proposed Rules, carries over from Code Section 2-3 the automatic rescheduling of regular sessions falling on city holidays, which is necessary because it is not provided elsewhere.

b. Repeal Sec. 2-19, *Consent agenda*.

The Committee submits that this section of the Code should be repealed because (i) the Rules alone are sufficient authority for the consent agenda and (ii) there are two provisions in the Code section the Committee deems undesirable.

First, Code Section 2-19 would seemingly require the inclusion of the consent agenda "as a part of every agenda for regular and/or special meetings [(sessions)] of the city council...." (emphasis added) This is not in keeping with past practice, and unnecessarily takes away flexibility in the use of the consent agenda.

Second, it provides for the removal of an item from the consent agenda for separate consideration only "[u]pon motion duly made and passed," rather than upon request of any one member of City Council. This is not consistent with past practice or even the current Rules, and the Committee favors continuing to allow any one member of City Council to remove an item from the consent agenda.

CONCLUSION

The Committee unanimously makes the recommendations set forth above, and further recommends that in adopting the Proposed Rules, Council suspend Article 3, Section V, of the current Rules, which would require preliminary approval of the Proposed Rules before they could be adopted at the following meeting. (Note that the Proposed Rules would eliminate that requirement for future rules revisions.)

A.S.F.
D.R.M.
T.S.P.

Exhibit A

Proposed Rules

Exhibit B

Redline Comparison of the Proposed Rules Against the Current Rules

Legend:	
<u>Insertion</u>	
Deletion	
Moved from	
<u>Moved to</u>	
Style change	
Format change	
Moved deletion	
Inserted cell	
Deleted cell	
Moved cell	
Split/Merged cell	
Padding cell	

Exhibit A

Proposed Rules



**CITY COUNCIL
OF THE
CITY OF BELLAIRE, TEXAS**

RULES OF PROCEDURE
As of _____, 2016

**RULES OF PROCEDURE
OF THE CITY COUNCIL OF THE
CITY OF BELLAIRE, TEXAS
AS OF _____, 2016**

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**RULES OF PROCEDURE
OF THE CITY COUNCIL OF THE
CITY OF BELLAIRE, TEXAS
AS OF _____, 2016**

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**RULES OF PROCEDURE
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CITY OF BELLAIRE, TEXAS
AS OF _____, 2016**

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These Rules of Procedure ("*Rules*") are adopted by the City Council of the City of Bellaire, Texas ("*City Council*"), effective as of _____, 2016, and supersede the prior rules of procedure originally adopted February 12, 1996, together with the eight subsequent revisions thereto. The purpose of these *Rules* is to establish an orderly and effective set of procedures for conducting the meetings of the City Council.

ARTICLE 1.

AUTHORITY

Section A. City Council Determines its Own Rules.

The Charter of the City of Bellaire, Texas, as amended November 7, 2006 ("*City Charter*"), *Article II, The Council, Section 17, Rules of Procedure; Journal*, grants to the City Council the right to determine its own rules of procedure. These *Rules* are adopted by authority of that provision.

Section B. Precedence of Authority.

The precedence of authority in all matters associated with the meetings and activities of the City Council shall be: 1) the Constitution and laws of the United States of America; 2) the Constitution and laws of the State of Texas; 3) the *City Charter*; 4) the *Code of Ordinances of the City of Bellaire, Texas* ("*City Code*"); 5) these *Rules*; and 6) *Robert's Rules of Order Newly Revised 11th Edition* ("*Robert's Rules*").

ARTICLE 2.

GENERAL RULES OF PROCEDURE AND POLICIES

Section A. Recording and Broadcasting of Meetings.

Meetings of the City Council will generally be digitally recorded, and broadcast and available for replay on the City public access television channel and the City website.

Section B. Minutes of Meetings.

Minutes of all meetings of the City Council shall be open to public inspection. *City Charter, Article II, The Council, Section 17, Rules of Procedure; Journal*. Unless otherwise specifically requested by any member of the City Council with respect to any matter, such minutes shall concisely state all matters presented to the City Council for a vote and a record of the action taken.

The City Clerk shall prepare and submit to the City Council by the end of the day on the Thursday preceding a regular session, or as soon thereafter as reasonably practicable but not later than 72 hours in advance, the minutes of the last regular session of the City Council.

Section C. Quorum.

A quorum of the City Council is four (4) members, of whom the Mayor shall be counted as one. *City Charter, Article II, The Council, Section 15, Meetings of Council.* The affirmative vote of four (4) members of the City Council shall be required for any main motion to pass, except as may be specified for certain motions by applicable rule or law requiring a greater number.

Section D. Absence of Mayor.

The Mayor Pro Tempore shall act in the absence of the Mayor. *City Charter, Article II, The Council, Section 5, Mayor Pro Tempore.*

Section E. Absence of Both Mayor and Mayor Pro Tempore.

In the absence of both the Mayor and the Mayor Pro Tempore at a meeting of the City Council, the member who holds the lowest numbered City Council position (i.e., position number 1, position number 2, etc.) among the members present shall preside over the meeting in their absence.

Section F. Attendance of City Manager or Assistant City Manager.

The City Manager or Assistant City Manager, unless excused, shall attend all City Council meetings and, upon request, shall make recommendations and take part in discussion. He or she shall orally provide periodic status reports on City affairs to the City Council and the public at such meetings.

Section G. Attendance of City Attorney.

The City Attorney or his or her designee, unless excused, shall attend all City Council meetings and shall provide opinions on questions of law. He or she shall orally provide periodic status reports on non-privileged legal matters to the City Council and the public at such meetings. The City Attorney or his or her designee shall also serve as parliamentarian and advise the City Council on procedural matters when requested.

Section H. Attendance of City Clerk.

The City Clerk or his or her designee, unless excused, shall attend all City Council meetings and shall keep all official minutes, electronic files and video and audio recordings of City Council proceedings.

Section I. Attendance of City Employees and Consultants.

The City Council may request, through the City Manager, that any City employee or consultant attend City Council meetings to present information relating to business before the City Council.

Section J. Individuals Presenting to City Council.

In the event individuals shall come before the City Council to make a presentation, the Mayor shall introduce the person making the presentation or invite that person to introduce him or herself.

Section K. Rules Governing Personal/Audience Comments.

It is the desire of the City Council to hear from the residents of Bellaire and other interested persons, and to stimulate discussion of subjects that are properly a concern of the City Council. The following rules shall govern personal/audience comments at regular sessions (or, as the case may be, special sessions) of the City Council.

1. Mayor to State Rules.

Immediately preceding the opening of personal/audience comments, the Mayor shall summarize briefly the rules governing personal/audience comments.

2. Mayor Shall Recognize Individual Speakers.

All individuals desiring to address the City Council must submit to the City Clerk a request to speak on a sign-up sheet prior to the time for personal/audience comments. Each speaker must first be recognized by the Mayor and shall give his or her name. The Mayor shall recognize each individual, in turn, hearing from all who desire to comment.

3. Time Limit.

Each speaker shall have a time limit of up to five (5) minutes, with no extension, and with notice after four (4) minutes that one (1) minute is left. In the event of pressing business before the City Council or matters requiring its immediate attention or action, the City Council may, prior to the opening of audience comments, set a different maximum time limit for each speaker by a vote of four (4) members of the City Council.

4. Subjects Introduced by the Public During a Meeting of City Council.

The Texas Open Meetings Act, *Texas Government Code, Chapter 551*, prohibits the City Council from fully discussing, debating, or considering subjects for which public notice has not been given on the agenda. *See Article 5, Rules Governed by Texas Open Meetings Act, Section C, Non-Agendaed Subjects Introduced During a Meeting of City Council, of these Rules.*

5. Termination of Personal/Audience Comments.

Personal/audience comments may be concluded by the Mayor. This action may be appealed or overturned by a vote of four (4) members of the City Council. The City Council may terminate personal/audience comments for a particular City Council meeting by a vote of four (4) members of the City Council. In all cases, the Mayor shall announce the conclusion of personal/audience comments.

Section L. Written Comments.

Written comments may be submitted to the City Clerk in connection with a meeting of the City Council, in lieu of oral personal/audience comments, by residents of Bellaire and other interested persons either not in attendance or who prefer not to speak at the meeting. Such written comments must be received prior to the start of the meeting to be included in the record of the meeting. At the conclusion of personal/audience comments, the Mayor shall identify for the record all written comments received, stating the name of the commenter and concisely summarizing the subject of the comment. The City Clerk shall distribute to all members of the City Council, as soon as reasonably practicable, copies of such written comments for their consideration.

Section M. Introduction of Agenda Items.

The Mayor shall read each agenda item and, as appropriate, briefly introduce it. In the event an item provides for consideration and action on a proposed ordinance, the Mayor shall read the caption of the ordinance or a concise but complete summary thereof as it appears on the agenda.

Section N. Deliberation.

Items on the agenda shall be formally considered by motion and vote. Following a motion duly made and seconded, debate and discussion shall begin.

Section O. Mayor or Clerk to State Question.

Before any vote is taken on any question before the City Council, the Mayor or City Clerk shall restate the motion.

Section P. Mayor or Clerk to Announce the Vote.

The Mayor or the City Clerk shall, at the conclusion of the vote on each question, announce the result.

Section Q. Recording of the Vote.

All votes on any motion shall be recorded and, if not unanimous, the name of each member of the City Council voting in the minority and/or abstaining shall be clearly stated in the record.

Section R. Abstention.

An abstention from voting shall not be considered as approving or disapproving the motion. The member abstaining may state for the record his or her reasons for abstaining, but shall not be required to do so.

Section S. Conflicts of Interest.

In the event a member of the City Council shall have a conflict of interest concerning any matter to be considered, he or she must disclose the nature and extent of his or her interest prior to the consideration of the matter and recuse him or herself from all proceedings concerning that matter. After disclosing the nature and extent of his or her interest, he or she shall step down from the dais while the matter is being considered and/or acted upon by the City Council. See *City Code, Chapter 2, Administration, Article VI, Code of Ethics*.

Furthermore, if the conflict of interest involves a substantial interest in a business entity or in real property, the affected member of City Council shall file with the City Clerk, prior to the consideration of the matter, an affidavit stating the nature and extent of his or her interest and shall abstain from further participation in the matter to the extent required by *Texas Local Government Code, Chapter 171, Regulation of Conflicts of Interest of Officers of Municipalities, Counties, and Certain Other Local Governments, Section 171.004*.

Section T. Preservation of Order.

The Mayor shall preserve order and decorum, prevent the impugning of members' motives, and confine members to debate of the questions under discussion. If necessary, the Mayor shall cause to be silenced or removed from the Council Chamber any person speaking out of order or disrupting the order of the meeting.

Section U. City Manager's Weekly Memorandum.

The City Manager shall issue to the City Council a weekly memorandum concerning affairs, problems and other matters that should properly be brought to the attention of the City Council. Such memorandum shall be made available to the City Council on or before the end of each work week.

Section V. City Attorney's Legal Memoranda.

The City Attorney shall regularly issue to the City Council memoranda concerning the status of current legal matters affecting the City and advising the City Council of his or her activities on behalf of the City since the last memorandum, on an as-needed basis but no less frequently than by the close of business each Friday immediately preceding a regular session of the City Council. Such memoranda shall be subject to and protected from disclosure by the attorney-client privilege, to the extent applicable.

Section W. Amendment of Rules.

Any provisions of these *Rules* not governed by federal or state law, the *City Charter*, or the *City Code* may be amended by a vote of five (5) members of the City Council.

ARTICLE 3.

MEETINGS OF THE CITY COUNCIL

Section A. Regular Sessions.

Regular sessions of the City Council shall be held on the first and third Mondays of each month, at 7:00 p.m. or at such other hour as may be stated in the notice. In the event the first or third Monday of a month is a legal holiday, then the regular session that would otherwise be held on that day shall instead be held on the next Monday thereafter.

In addition to the regular order of business (*see Article 4, Agenda Procedure, Section E, Order of Business, of these Rules*), regular sessions (or, as the case may be, special sessions) may consist of one or more meetings, including workshops, public hearings, town hall meetings, closed meetings and the annual state of the city.

Section B. Special Sessions.

Special sessions may be called upon request of either the Mayor, the City Manager, or a majority of the members of the City Council (*City Charter, Article II, The Council, Section 15, Meetings of Council*), at times other than those specified for regular sessions, for any business that could otherwise be conducted in a regular session.

Section C. Workshops.

Workshops are meetings called for the purpose of conducting a detailed and thorough exploration of matters that may properly come before the City Council.

1. Subject Matter.

Only a limited number of matters shall be considered by the City Council during a workshop, and sufficient time for consideration of such matters shall be provided.

2. Documents and Exhibits to be Presented.

All documents, exhibits, maps, plats, architectural drawings, specifications and other similar documents to be considered in a workshop shall be made available to the City Council at least 72 hours before the beginning of such workshop so that sufficient time may be allowed for each member of the City Council to study and be prepared to discuss such documents in the workshop.

3. Questions of a Technical Nature.

All questions of a technical nature, which require a detailed explanation for understanding, may be considered in a workshop. The City Council may request, through the City Manager, the appearance of any City employee or outside consultant as may be necessary to secure factual answers to such technical questions.

4. No Action.

No action may be taken in a workshop. An informal motion may be made to request additional information, to schedule additional workshop(s), or to place an item on a subsequent meeting agenda. Informal motions may be passed by a vote of four (4) members of the City Council.

5. Minutes of Workshops.

Because no action may be taken, minutes are not prepared for workshops. The minutes of the regular or special session within which a workshop is held shall provide a concise description of the subject matter and identify all participants in the workshop.

6. No Audience Comments or Questions.

Audience comments or questions will not be received at a workshop.

Section D. Public Hearings.

Public hearings are meetings legally required by Texas statutes and the *City Code* to record public comment on a matter being considered by the City Council. These same statutes and ordinances also govern how the public hearings are to be conducted.

1. Reading of the Notice of the Public Hearing.

After the Mayor has called the meeting to order and announced the presence of a quorum of the City Council, the City Clerk shall read the notice and call of the public hearing. This is the same notice that was published and/or mailed to all persons entitled to written notice.

2. Summary of Procedure.

The City Manager shall be recognized to present a brief summary of the procedure to be followed during the public hearing.

3. Presentation of Proposal.

The applicant or recommending body shall be recognized to explain the proposal that is the subject of the public hearing. The presentation will be limited to 15 minutes unless a different time limit is adopted by a majority vote of the City Council.

4. Public Comment.

The Mayor will recognize speakers who have completed a sign-up sheet prior to the commencement of the public hearing. Each speaker shall have a time limit of up to five (5) minutes, with no extension, and with notice after four (4) minutes that one (1) minute is left. Questions from the public shall be addressed to the Mayor, and the Mayor and members of the City Council may refer such questions to the applicant or recommending body, or to staff as appropriate.

5. Questions from Mayor and Members of City Council.

The Mayor and members of the City Council will have an opportunity to ask questions of the applicant or of staff concerning the proposal, but shall express no opinions at the public hearing.

6. Close of the Public Hearing.

At the conclusion of the public hearing, the Mayor shall announce the deadline for written public comments and close the public hearing.

7. Written Public Comments; Deadline.

Oral public comment on the proposal will not be received following the close of the public hearing. The public may submit written comments to the City Council prior to its final deliberation. All written comments on the application must be received in the City Clerk's office by noon on the Thursday preceding the meeting of final deliberation for inclusion in the public record of the proceedings.

Section E. Town Hall Meetings.

Town hall meetings are called by the City Council to present matters of public interest and to receive public comment on such matters. They are similar to public hearings, but are not legally required by statute or ordinance, nor is their conduct governed thereby.

1. Introduction of the Subject.

After the Mayor has called the meeting to order and announced the presence of a quorum of the City Council, the Mayor shall briefly introduce the subject of the town hall meeting.

2. Summary of Procedure.

The City Manager shall be recognized to present a brief summary of the procedure to be followed during the town hall meeting.

3. Presentation.

A presentation to the public concerning the subject of the town hall meeting will be limited to 15 minutes unless a different time limit is adopted by a majority vote of the City Council.

4. Public Comment.

The Mayor will recognize speakers who have completed a sign-up sheet prior to the commencement of the town hall meeting. Each speaker shall have a time limit of up to three (3) minutes, with no extension, and with notice after two (2) minutes that one (1) minute is left.

5. No Deliberation or Action.

The City Council shall not deliberate or take any action in a town hall meeting. At the conclusion of the meeting, the Mayor shall announce to the public the date of the meeting at which deliberation or action on the subject of the town hall meeting is anticipated, to the extent known.

Section F. Closed Meetings (Executive Sessions).

Closed meetings (commonly known as "executive sessions") are permitted only for the purposes enumerated in *Texas Government Code, Chapter 551, Open Meetings Act, Subchapter D, Exceptions to Requirement That Meetings be Open*. Disclosure of topics to be discussed shall be made to the public in accordance with the requirements of the *Open Meetings Act*.

Rules governing closed meetings are addressed in *Article 5, Rules Governed by Texas Open Meetings Act, of these Rules*.

Section G. Annual State of the City.

At the City Council's first regular session in February of each year, the Mayor shall present an annual State of the City address to the public, and the City boards and commissions shall present their annual reports to the City Council and the public. See *City Code, Chapter 2, Administration, Article VII, Boards and Commissions, Section 2-104, Annual or special reports to city council*.

ARTICLE 4.

AGENDA PROCEDURE

Section A. Posting of the Agenda.

The Mayor and City Manager, or an appropriate designee, shall prepare an agenda and cause the same to be posted by the end of the day on the Thursday preceding the meeting, or as soon thereafter as reasonably practicable but not later than 72 hours in advance of the meeting. The agenda and accompanying meeting packet shall be distributed to members of the City Council and made available to the public as soon as reasonably practicable on the day of posting.

Section B. Agenda Requests.

Any member of the City Council or the City Manager may place an item on the agenda. Staff assistance, if required, should be requested through the City Manager.

No item shall be included on the agenda unless a request to include the same has been made, and all supporting materials provided, to the City Manager or City Clerk by noon on the Wednesday next preceding the date of the meeting. This provision shall not apply in the event of an emergency meeting of the City Council or the emergency addition of an item to the agenda, which are instead governed by *Texas Government Code, Chapter 551, Open Meetings Act, Section 551.045*.

Section C. Consent Agenda.

The consent agenda may consist of any and all business regularly coming before the City Council, excluding: i) ordinances finally adopting amendments to *Chapter 24, Planning and Zoning*, of the *City Code*; and ii) ordinances adopting, amending, or otherwise relating to the budget of the City.

All items set out in the consent agenda shall be deemed passed upon the passage of an affirmative motion, by a vote of at least four (4) members of the City Council without discussion or debate, that the consent agenda be adopted. Upon the passage of such motion, all items included in the consent agenda shall be deemed adopted as if voted upon separately and as if the caption and/or body of any ordinance therein set out shall have been read in full. The City Clerk is authorized to affix to all ordinances therein set out, consecutive numbers beginning with the first number available for new ordinances.

Upon request of any member of the City Council, items shall be removed from the consent agenda and considered separately.

Section D. City Manager Shall Provide Analysis.

The City Manager shall provide the City Council with an analysis of items requested by staff to be on the agenda, by the end of the day on the Thursday preceding the meeting, or as soon thereafter as reasonably practicable but not later than 72 hours in advance of the

meeting. However, in the case of an emergency, this provision shall be suspended. Said analysis should include sufficient detail so that members of the City Council are able to make an informed decision on the matter based solely on the information provided in the analysis.

Section E. Order of Business.

The following sequence of items shall, in general, be the order of business for regular sessions (or, as the case may be, special sessions) of the City Council.

1. Call to Order.

The Mayor shall call the meeting to order.

2. Announcement of a Quorum.

The Mayor shall announce that a quorum of the City Council is present and shall state, for the record, the names of all members of the City Council that are absent.

3. Inspirational Reading and/or Invocation.

Members of the City Council will alternate reading a brief inspirational message and/or invocation.

4. Pledges of Allegiance.

The member of the City Council conducting the inspirational reading and/or invocation shall lead the Pledges of Allegiance to the United States and Texas flags.

5. Recognition of Proclamations.

6. Approval of Minutes.

The minutes of previous meetings of the City Council shall either be approved as submitted or be corrected and approved as corrected. Any member of the City Council that was absent from a particular meeting may still vote on the minutes of the meeting by relying on his fellow members of the City Council and/or by reviewing the recorded digital video recordings as to the accuracy of those minutes.

Minutes submitted for approval may properly be included in the consent agenda.

7. Personal/Audience Comments.

See Article 2, General Rules of Procedure and Policies, Section K, Rules Governing Personal/Audience Comments, of these Rules.

8. Reports.

The City Manager, City Attorney, department directors, consultants, and such others shall present reports, as needed or requested, to the City Council.

9. New Business.

In addition to agenda items to be considered individually, the consent agenda shall be handled as an item of new business.

10. Community Interest Items from the Mayor and City Council.

It is the intent of this item to provide members of the City Council the opportunity to make a report about items of community interest, which may include expressions of thanks, congratulations, or condolence; information regarding holiday schedules; honorary recognition of City officials, employees, or other citizens or entities; reminders of upcoming events sponsored by the City or another entity that is scheduled to be attended by a City official or City employee; and announcements involving an imminent threat to the public health and safety of people in Bellaire that has arisen after the posting of the agenda.

No action may be taken on a reported item of community interest, and no possible action discussed except a proposal to place the subject on the agenda for a subsequent meeting.

See Texas Government Code, Chapter 551, Open Meetings Act, Sections 551.0415 and 551.042.

ARTICLE 5.

RULES GOVERNED BY TEXAS OPEN MEETINGS ACT

Section A. Meetings Open to the Public; Notice.

All meetings of the City Council shall be open to the public, and notices thereof shall be posted as provided under the *Texas Government Code, Chapter 551, Open Meetings Act*. Except in the case of an emergency meeting, notice of all meetings shall be given at least 72 hours in advance. *Texas Government Code, Chapter 551, Open Meetings Act, Section 551.043.*

Section B. Notice of Emergency Meetings or Emergency Additions to Agenda.

In the event of an emergency meeting of the City Council, or an emergency addition to the agenda, notice shall be given at least two (2) hours in advance, and special notice shall be given to the news media at least one (1) hour in advance, as required by *Texas Government Code, Chapter 551, Open Meetings Act, Sections 551.045 and 551.047.*

Section C. Non-Agendaed Subjects Introduced During a Meeting of City Council.

Any inquiry made at a meeting by the public or by a member of the City Council regarding a subject for which notice has not been given on the agenda, may be responded to with a statement of factual information or a recitation of existing policy. Any deliberation or decision about the subject of inquiry shall be limited to a proposal to place the subject on a future agenda for a subsequent meeting. *Texas Government Code, Chapter 551, Open Meetings Act, Section 551.042.*

Section D. Rules Governing Closed Meetings.**1. Convene First in Open Meeting.**

The City Council may retire into a closed meeting as stated on a posted agenda during a regular or special meeting. Before said closed meeting begins, the Mayor shall announce in the open meeting that the City Council will be retiring into a closed meeting and shall identify the section(s) of the *Open Meetings Act* pursuant to which the closed meeting will be held. *Texas Government Code, Chapter 551, Open Meetings Act, Section 551.101.*

2. Certified Agenda.

A certified agenda, certified by the Mayor to be a true and correct record of the proceedings, shall be sealed and kept for at least two years after the date of the closed meeting, subject to disclosure only by Court order. *Texas Government Code, Chapter 551, Open Meetings Act, Sections 551.103 and 551.104.*

3. No Action in Closed Meeting.

No action, decision, or vote shall be taken by the City Council during the closed portion of the meeting, and no subject but that posted on the agenda is to be discussed. Any action, decision, or vote on a matter deliberated in the closed meeting shall be made, and the City Council may adjourn, only during the open meeting. *Texas Government Code, Chapter 551, Open Meetings Act, Section 551.102.*

Section E. Review and Discipline.

Complaints, charges and discipline concerning members of the City Council or City personnel reporting directly to the City Council shall be discussed in a closed meeting unless the person charged or the person against whom a complaint has been lodged shall request a public hearing. *Texas Government Code, Chapter 551, Open Meetings Act, Section 551.074.*

ARTICLE 6.

REFERENCE: SELECTED RULES OF PARLIAMENTARY PROCEDURE

This article references some of the more commonly cited parliamentary rules, but is not intended to be an exhaustive listing, nor is it a substitute for *Robert's Rules*, which shall guide the conduct of business before the City Council except where inconsistent with federal or state law, the *City Charter*, the *City Code*, or as otherwise provided in these *Rules*.

Section A. Order of Precedence of Motions.

Robert's Rules shall prevail as to the order of precedence of motions and types of motions.

Section B. Right to the Floor.

Any member of the City Council desiring to speak shall be recognized by the Mayor and shall confine his or her remarks to the subject under consideration. No member shall speak more than once to a question until every member wishing to speak shall have spoken.

Section C. Motion to Postpone.

A motion to postpone consideration of a matter can be used by: 1) postponing the motion until a certain time; 2) postponing the motion and referring it to a committee for further investigation; or 3) postponing the motion indefinitely, which kills the motion. A motion to postpone is debatable and amendable. To postpone a motion, a motion must be made and can only be made at such time as another member of the City Council is not speaking. A simple majority vote is required for the motion to pass.

Section D. Motion to Amend a Pending Motion.

A member of the City Council who desires to modify the wording of a pending motion by adding and/or striking out words may move to amend the motion. This motion is debatable and such amendment can be passed by a vote of four (4) members of the City Council.

Section E. Substitute Motion.

A member of the City Council who desires to substitute a motion for the one being considered may make a substitute motion, which acts as an amendment to the pending motion and is itself amendable. Once the substitute motion is adopted, the vote on the original motion is not necessary, the substitute motion being the motion then on the floor.

Section F. Motion to Close Debate or to Move the Previous Question.

A motion to close debate or to move the previous question is a motion to stop debate on the pending motion. This motion can be made only at such time as no one else is speaking and the Mayor recognizes the person making the motion, and can be considered only if both sides of the issue have been presented during the debate. If this motion is made and seconded, debate stops immediately and the vote is taken on whether to close debate on the original motion. To close debate, a two-thirds (2/3) majority vote is required.

Section G. Motion to Lay a Pending Motion on the Table.

A motion to lay a pending motion on the table is a motion to temporarily set aside the pending motion. Reasons for this may include to take up a more urgent item of business or to hear a speaker who cannot stay for the disposition of the pending motion. This motion can be made only at such time as no one else is speaking and is not debatable. To lay a pending motion on the table, a vote of four (4) members of the City Council is required.

Section H. Motion to Take a Question from the Table.

A motion previously laid on the table may be taken from the table by a majority vote as soon as the interrupting business is disposed of.

Section I. Motion to Adjourn.

A motion to adjourn may be made at any time upon being recognized by the Mayor so long as no one has been previously recognized and is speaking; such a motion requires a second and it requires a majority vote to pass.

Section J. Point of Order.

A member of the City Council may raise a point of order at any time whether or not another member of the City Council is speaking. A point of order is a statement to the Mayor that a particular motion before the City Council or other matter is out of order, or to make an inquiry of the Mayor as to parliamentary procedure. As soon as a point of order has been disposed of, the person interrupted may continue speaking.

The Mayor shall determine all points of order, subject to the right of any member of the City Council to appeal to the City Council or request a parliamentary opinion of the City Attorney. In the event of an appeal, the Mayor shall briefly state the reasons for the ruling; the decision of the Mayor may be overruled by a vote of four (4) members of the City Council.

Section K. Suspension of the Rules.

A member of the City Council may move to suspend the rules that interfere with a particular matter that is of apparent importance to the City Council. For a suspension of the

rules to be accomplished, a vote of five (5) members is required. However, a motion to suspend the rules cannot interrupt an individual speaking.

Section L. Motion to Object to the Consideration of a Motion.

A member of the City Council may object to the consideration of a motion, and such objection may be made at any time prior to debate on the motion, even when another member of the City Council is speaking. It does not require a second. To stop the consideration of a motion, a two-thirds (2/3) vote of the members present is required, which in no event shall be fewer than four (4) members of the City Council.

Section M. Division of the Question.

All questions submitted for vote shall contain only one subject. If two (2) or more subjects are involved, any member of the City Council may require its division.

Section N. Request to Withdraw a Motion.

The member making the motion may request to withdraw the motion, and it is withdrawn unless an objection is raised. If a member of the City Council objects to the withdrawal of the motion, then the Mayor, upon motion, shall put the matter to an immediate vote and if four (4) members of the City Council vote to allow withdrawal of the motion, it is withdrawn.

Section O. Reconsideration of an Action of City Council.

Only a member of the City Council who voted with the majority (on the prevailing side) can make a motion to reconsider an action of the City Council. Any member can second it. Notwithstanding any conflict with *Robert's Rules* concerning the timing of such a motion, the motion to reconsider must be made no later than the next succeeding regular session, except that action relating to a contract may be reconsidered at any time before final execution thereof. No question shall be reconsidered, except by a vote of four (4) members of the City Council. The action must be stated as "reconsideration" on the agenda.

Exhibit B

Redline Comparison of the Proposed Rules Against the Current Rules

Legend:	
<u>Insertion</u>	
Deletion	
Moved from	
<u>Moved to</u>	
Style change	
Format change	
Moved deletion	
Inserted cell	
Deleted cell	
Moved cell	
Split/Merged cell	
Padding cell	



**CITY COUNCIL
OF THE
CITY OF BELLAIRE, TEXAS**

RULES OF PROCEDURE

As of ~~July 13, 2015~~ _____, 2016

Attachment: Exh_B_Redline (1783 : City Council Rules and Procedures)

Adopted:	02/12/96	7th Revision:	01/16/12
1st Revision:	10/07/02	8th Revision:	07/13/15
2nd Revision:	02/16/04		
3rd Revision:	01/16/06		
4th Revision:	02/04/08		
5th Revision:	03/01/10		
6th Revision:	04/05/10		

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AS OF ~~JULY 13, 2015~~ _____, 2016

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ART. 1.**ARTICLE 1.**

INTRODUCTION ~~The~~ These Rules of Procedure ("Rules") are adopted by the City Council of the City of Bellaire, Texas, ~~does hereby adopt this~~ **Rules of Procedure** document as the official **Rules of Procedure ("Rules")** of the City Council of the City of Bellaire, Texas (~~"City Council"~~) ("City Council"), effective as of _____, 2016, and supersede the prior rules of procedure originally adopted February 12, 1996, together with the eight subsequent revisions thereto. The purpose of these *Rules* is to establish an orderly and effective ~~method~~ set of procedures for conducting the ~~official business of the City of Bellaire, Texas ("City"), during the~~ meetings of the City Council.

~~The original date of adoption of the *Rules* occurred on February 12, 1996, by the following members serving on the City Council:~~

_____ Harold L. Penn	_____ Mayor
_____ Sandra Shafto	_____ Mayor Pro Tem
_____ Millie Hast	_____ Councilwoman
_____ Dan Hayes	_____ Councilman
_____ David Strauss	_____ Councilman
_____ Tom Phillips	_____ Councilman
_____ Pat McLaughlan	_____ Councilman

~~The *Rules* were revised and adopted on October 7, 2002 (first revision), by the following members serving on the City Council:~~

_____ Mary Ann Goode	_____ Mayor
_____ Phil Nauert	_____ Mayor Pro Tem
_____ John F. Monday	_____ Councilman
_____ Cynthia Siegel	_____ Councilwoman
_____ Debra Marz Davison	_____ Councilwoman
_____ Pat McLaughlan	_____ Councilman
_____ Alexia Sidney	_____ Councilwoman

~~The *Rules* were revised and adopted on February 16, 2004 (second revision), by the following members serving on the City Council:~~

_____ Cynthia Siegel	_____ Mayor
_____ Phil Nauert	_____ Mayor Pro Tem
_____ John F. Monday	_____ Councilman
_____ Peggy Faulk	_____ Councilwoman
_____ Debra Marz Davison	_____ Councilwoman
_____ Pat McLaughlan	_____ Councilman
_____ John Jeffery	_____ Councilman

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ART. 1.

~~The *Rules* were revised and adopted on January 16, 2006 (third revision), by the following members serving on the City Council:~~

Cynthia Siegel	Mayor
Peggy Faulk	Mayor Pro Tem
Will Hickman	Councilman
John F. Monday	Councilman
Debra Marz-Davison	Councilwoman
Pat McLaughlan	Councilman
John Jeffery	Councilman

~~The *Rules* were revised and adopted on February 4, 2008 (fourth revision), by the following members serving on the City Council:~~

Cynthia Siegel	Mayor
Peggy Faulk	Mayor Pro Tem
Will Hickman	Councilman
James P. Avioli, Sr.	Councilman
Phil Nauert	Councilman
Pat McLaughlan	Councilman
John Jeffery	Councilman

~~The *Rules* were revised and adopted on March 1, 2010 (fifth revision), by the following members serving on the City Council:~~

Cynthia Siegel	Mayor
Phil Nauert	Mayor Pro Tem
Will Hickman	Councilman
James P. Avioli, Sr.	Councilman
Corbett Daniel Parker	Councilman
Andrew Friedberg	Councilman
Mandy Nathan	Councilwoman

~~The *Rules* were revised and the revisions approved on April 5, 2010 (sixth revision), by the following members serving on the City Council:~~

Cynthia Siegel	Mayor
Phil Nauert	Mayor Pro Tem
Will Hickman	Councilman
James P. Avioli, Sr.	Councilman
Corbett Daniel Parker	Councilman
Andrew Friedberg	Councilman
Mandy Nathan	Councilwoman

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ART. 1.

~~The Rules were revised and adopted on January 16, 2012 (seventh revision), by the following members serving on the City Council:~~

Philip L. Nauert	Mayor
Amanda B. Nathan	Mayor Pro Tem
Roman F. Reed	Councilman
James P. Avioli, Sr.	Councilman
Corbett Daniel Parker	Councilman
Pat B. McLaughlan	Councilman
Andrew S. Friedberg	Councilman

~~The Rules were revised and adopted on July 13, 2015 (eighth revision), by the following members serving on the City Council:~~

Philip L. Nauert	Mayor
Amanda B. Nathan	Mayor Pro Tem
Roman F. Reed	Councilman
James P. Avioli, Sr.	Councilman
Gus E. Pappas	Councilman
Pat B. McLaughlan	Councilman
Andrew S. Friedberg	Councilman

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ARTICLE 2.1.**AUTHORITY****Section A. City Council Determines its Own Rules.**

~~Article II, The Council, Section 17, Rules of Procedure; Journal, of the~~ The Charter of the City of Bellaire, Texas, as amended November 7, 2006 ("City Charter"), ~~Article II, The Council, Section 17, Rules of Procedure; Journal,~~ grants to the City Council the right to determine its own rules of procedure; ~~these.~~ These Rules are ~~enumerated under and adopted~~ by authority of ~~such provisions~~ that provision.

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~~{Remainder of page intentionally left blank}~~ **ARTICLE 3.**

GENERAL RULES OF PROCEDURE AND POLICIES**Section A. Rules of City Council.**

~~The City Council shall determine its own rules and order of business (Article II, The Council, Section 17, Rules of Procedure; Journal, of the City Charter).~~

Section B. Construction Precedence of Authority.

The construction precedence of authority in all matters associated with the meetings and activities of the City Council, ~~including the Agenda,~~ shall be: 1) the ~~U.S.~~ Constitution and statutes laws of the United States of America; 2) the ~~Texas~~ Constitution and statutes laws of the State of Texas; 3) the *City Charter*; 4) the *Code of Ordinances of the City of Bellaire, Texas* ("City Code"); 5) these *Rules*; and 6) *Robert's Rules of Order*, Newly Revised ~~1011th Edition (2000)~~ ("Robert's Rules").

Section C. Meetings Shall Be Public.

~~All meetings of the City Council shall be public, and notices thereof shall be posted as provided under the Texas Government Code, Chapter 551, Open Meetings Act. Except in the case of an emergency meeting, notice of all meetings shall be given 72 hours before the time set for any meeting.~~

Section D. Conduct of Meetings.**ARTICLE 2.****GENERAL RULES OF PROCEDURE AND POLICIES****Section A. Recording and Broadcasting of Meetings.**

Meetings of the City Council ~~shall be conducted according to the Rules adopted by the City Council, as well as the terms and provisions of Robert's Rules when not inconsistent. Meetings~~ will generally be digitally recorded, and ~~replayed for televised~~

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~~viewing~~broadcast and available for replay on the City public access television channel and ~~available on~~ the City website.

Section B. ~~Section E. Regular~~Minutes of Meetings.

~~Regular meetings of the City Council shall be on the first and third Mondays of each month at 7:00 p.m.~~Minutes of all meetings of the City Council shall be open to public inspection. City Charter, Article II, The Council, Section 17, Rules of Procedure; Journal. Unless otherwise specifically requested by any member of the City Council with respect to any matter, such minutes shall concisely state all matters presented to the City Council for a vote and a record of the action taken.

~~Section F. Special Meetings.~~

~~Special meetings may be called upon request of the Mayor, City Manager, or two (2) members of City Council.~~

ART. 1.**Section G. — Emergency Meetings.**

~~In case of an emergency or urgent public necessity, which shall be expressed in the notice, it shall be sufficient if members receive and notice is posted two (2) hours before the meeting is convened. Notice shall be provided also to the media in accordance with the Texas Government Code, Section 551.047.~~

Section H. — Workshops.

~~Workshops are special meetings called for the purpose of conducting a detailed and thorough exploration of matters that may properly come before City Council. (See also: Article 7., Workshop Policies and Procedures, page 15.)~~

Section I. — Executive Sessions.

~~Executive sessions are sessions closed to the public. They are only permitted for the purposes of discussing matters enumerated in Chapter 551, Open Meetings Act, of the Texas Government Code. Disclosure of topics to be discussed shall be made to the public in accordance with the requirements of the Open Meetings Act.~~

~~The City Council can retire into an executive session as stated on a posted agenda during a regular or special meeting, if a motion is duly made and seconded and affirmed by a majority of Council. However, before said session begins, the Mayor shall announce that the executive session is commencing. The order in which an executive session may appear on the agenda is subject to the discretion of City Council. A certified record of the meeting will be created by the Mayor or his/her designee, sealed and permanently kept, subject to opening by Court order. No voting or action shall be taken by the Council during an executive session. No other subject but that posted on the agenda is to be considered. Adjournment of the executive session and any vote needed shall be made during the open public meeting.~~

Section J. — Other Public Meetings.

~~The City Council may call other public meetings for the purposes of receiving public input. Public hearings are meetings legally required by Texas statutes and the City Code to record public comment on a matter being considered by the City Council. These same statutes and ordinances also govern how the public hearings are to be conducted.~~

~~Town meetings are public meetings called by the City Council to present matters of public interest and to receive public comment on such matters. These meetings also include annual "State of the City" reports to the public and annual reports by City Boards, Commissions, and Committees.~~

Section K. — Recessed Meetings.

~~No meeting shall be recessed for a longer period of time than until the next regular meeting except when required information has not been received, or, in the case of workshops or special meetings, to a date certain by motion duly passed.~~

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The City Clerk shall prepare and submit to the City Council by the end of the day on the Thursday preceding a regular session, or as soon thereafter as reasonably practicable but not later than 72 hours in advance, the minutes of the last regular session of the City Council.

Section C. ~~Section L.~~ Quorum.

A quorum of the City Council is four (4) members, of whom the Mayor shall be counted as one ~~(. City Charter, Article II, The Council, Section 15, Meetings of Council, City Charter).~~ The affirmative vote of four (4) members of the City Council shall be required for any main motion to pass, except as may be specified for certain motions by applicable rule or law requiring a greater number.

Section D. ~~Section M.~~ Absence of Mayor.

The Mayor Pro Tempore shall act in the absence of the Mayor ~~at a scheduled meeting.~~ City Charter, Article II, The Council, Section N-5, Mayor Pro Tempore.

Section E. Absence of Both Mayor and Mayor Pro Tempore.

In the absence of both the Mayor and the Mayor Pro Tempore at a ~~scheduled meeting of the City Council~~, the member ~~of City Council~~ who holds the lowest numbered City Council position (i.e., position number 1, position number 2, etc.) among the members present shall preside over the meeting in their absence.

Section F. ~~Section O.~~ Absence Attendance of ~~City Council Members.~~

~~If a member of City Council shall be absent from Council meetings for a continuous period of two (2) months, at the discretion of City Council, he/she shall forfeit the office (Article II, The Council, Section 7, Absence from Council Meetings, City Charter).~~ **Section P. City Manager or Assistant City Manager.**

The City Manager or Assistant City Manager, unless excused, shall attend all City Council meetings and, upon request, ~~schedule workshop sessions and~~ shall make recommendations and take part in discussion. He ~~or~~ she shall orally provide periodic ~~public~~ status reports on City ~~matters~~ affairs to the City Council and the ~~community~~ public at such ~~Council~~ meetings.

~~Section Q.~~**Section G. Attendance of City Attorney ~~or Acting City Attorney.~~**

The City Attorney or ~~Acting City Attorney~~ his or her designee, unless excused, shall attend all City Council meetings and shall provide opinions on questions of law. He ~~or~~ she shall orally provide periodic ~~public~~ status reports on non-privileged legal matters to the City Council and the public at such ~~Council~~ meetings. The City Attorney or ~~Acting City~~

ART. 1.

~~Attorney~~ his or her designee shall also serve as parliamentarian and advise the City Council on procedural matters when requested.

Section R.**Section H. Attendance of City Clerk ~~or Acting City Clerk.~~**

The City Clerk or ~~Acting City Clerk shall attend all meetings of record~~ his or her designee, unless excused, ~~and shall attend all City Council meetings and shall~~ keep all official minutes, ~~digital~~ electronic files and ~~tapes~~ video and audio recordings of City Council proceedings.

Section I. ~~Section S.~~ Attendance of City Employees ~~or City~~ and Consultants.

The City Council may request, through the City Manager, that any City employee or consultant ~~of the City~~ attend City Council meetings to present information relating to business before the City Council.

Section T. ~~Review and Discipline.~~

~~Complaints, charges, and discipline concerning members of City Council or City personnel shall be discussed in Executive Session unless the person charged or the person against whom a complaint has been lodged shall request a public hearing. City Council shall also receive any reports and/or recommendations as shall be submitted by the City Manager concerning City personnel.~~

Section U. ~~Minutes of Meetings.~~

~~Minutes of all proceedings of the City Council shall be recorded and shall be open to public inspection (Article II, The Council, Section 17, Rules of Procedure; Journal, of the City Charter). Unless otherwise specifically requested by any member of City Council with respect to any agenda item, such minutes shall concisely state all matters presented to City Council for a vote and a record of the action taken.~~

Section V. ~~Suspension and Amendment of Rules.~~

~~Any provisions of these Rules not governed by federal or state law or the City Charter may be temporarily suspended by a vote of five (5) members of the City Council and may be amended by a vote of five (5) members of the City Council, if such amendment was introduced at the previous regular meeting of City Council and shall have received preliminary approval of City Council at such meeting.~~

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ART. 1.**ARTICLE 4.****ORDER OF BUSINESS****Section A. Agenda.**

~~The Mayor and City Manager or an appropriate designee, shall prepare an agenda and cause the same to be posted 72 hours prior to a meeting. Agendas shall be delivered to members of City Council on or before 6:00 p.m. of the day of posting, or within such additional time thereafter as shall be necessary. No item shall be included in the agenda unless a request to include the same has been made to the City Manager or City Clerk on or before noon on the Wednesday next preceding the date of the meeting. In the event of an emergency meeting of City Council, this provision shall be suspended when not inconsistent with the provisions of federal or state law or the City Charter.~~

~~In order to facilitate the agenda process, any member of City Council or the City Manager may place an item on the agenda. Staff assistance, if required, should be requested through the City Manager. Agenda items must be provided to the City Clerk's office at City Hall by noon on the Wednesday preceding the date of the meeting.~~

Section B. Consent Agenda.

~~There is hereby established, as a part of every agenda for regular and/or special meetings of the City Council, a portion of said agenda that shall be labeled "Consent Agenda." Said Consent Agenda may consist of any and all business regularly coming before the City Council, excluding: i) ordinances finally adopting amendments to Chapter 24, Planning and Zoning Regulations, of the City Code; ii) ordinances adopting or amending, on either first, second, or third reading, existing franchise or new franchise ordinances; and iii) ordinances adopting, amending, or otherwise relating to the budget of the City.~~

~~All items set out in the Consent Agenda shall be deemed passed upon the passage of an affirmative motion, by a vote of at least four (4) members of the City Council, that the Consent Agenda be adopted. The City Clerk is authorized to affix to all ordinances therein set out, consecutive numbers beginning with the first number available for new ordinances. No further action shall be deemed necessary, and all such items appearing thereon, upon the passage of such motion, shall be deemed adopted as if voted upon separately and as if the caption and/or body of any ordinance therein set out shall have been read in full.~~

~~Any one member of City Council may request at any time that an item be removed from the Consent Agenda and considered separately. Such request shall be honored as if it had been passed by a majority vote (Chapter 2, Administration, Article II, Legislation, Division 1, Generally, Section 2-19, Consent Agenda, of the City Code).~~

ART. 1.**Section C. ~~City Manager Shall Provide Analysis.~~**

~~The City Manager shall provide City Council with an analysis of items to be on the agenda, as promptly as possible, but not later than Thursday immediately preceding the date of the meeting; however, in the case of an emergency, this provision shall be suspended.~~

Section D. ~~City Manager to Issue Weekly Communiqué.~~

~~The City Manager shall issue a weekly communiqué of current affairs, problems, and other matters that should properly be brought before City Council. Such communiqué shall be made available to City Council on or before the end of each week.~~

Section E. ~~Postponement of Consideration of Agenda Items.~~

~~In the event a motion is made requesting additional information or for delay to obtain additional information and is passed by a vote of four (4) members of the City Council, City Council may postpone action on such agenda item to the next regular meeting of the City Council or such later meeting as shall be necessary to receive needed information.~~

Section F. ~~Minutes of Previous Meeting.~~

~~The City Clerk shall be directed to have prepared and submitted to City Council no later than Thursday preceding a regular Monday meeting, the minutes of the last regular meeting of City Council.~~

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~~ART. 1.~~~~ARTICLE 5.~~~~AGENDA PROCEDURE~~~~Section A. Mayor Shall Read.~~Section J. Individuals Presenting to City Council.

~~The Mayor shall read the agenda item and provide any explanation required. All motions on agenda items shall be made and seconded prior to any debate or action by City Council. In addition, in~~ In the event individuals shall come before the City Council to make a presentation, the Mayor shall introduce the person making the presentation or invite that person to introduce him or herself.

~~Section B. Council Discussion.~~Section K. Rules Governing Personal/Audience Comments.

It is the desire of the City Council to hear from the residents of Bellaire and other interested persons, and to stimulate discussion of subjects that are properly a concern of the City Council. The following rules shall govern personal/audience comments at regular sessions (or, as the case may be, special sessions) of the City Council.

1. Mayor to State Rules.

Immediately preceding the opening of personal/audience comments, the Mayor shall summarize briefly the rules governing personal/audience comments.

2. Mayor Shall Recognize Individual Speakers.

All individuals desiring to address the City Council must submit to the City Clerk a request to speak on a sign-up sheet prior to the time for personal/audience comments. Each speaker must first be recognized by the Mayor and shall give his or her name. The Mayor shall recognize each individual, in turn, hearing from all who desire to comment.

3. Time Limit.

Each speaker shall have a time limit of up to five (5) minutes, with no extension, and with notice after four (4) minutes that one (1) minute is left. In the event of pressing business before the City Council or matters requiring its immediate attention or action, the City Council may, prior to the opening of audience comments, set a different maximum time limit for each speaker by a vote of four (4) members of the City Council.

ART. 1.**4. Subjects Introduced by the Public During a Meeting of City Council.**

The Texas Open Meetings Act, Texas Government Code, Chapter 551, prohibits the City Council from fully discussing, debating, or considering subjects for which public notice has not been given on the agenda. See Article 5, Rules Governed by Texas Open Meetings Act, Section C, Non-Agendaed Subjects Introduced During a Meeting of City Council, of these Rules.

5. Termination of Personal/Audience Comments.

Personal/audience comments may be concluded by the Mayor. This action may be appealed or overturned by a vote of four (4) members of the City Council. The City Council may terminate personal/audience comments for a particular City Council meeting by a vote of four (4) members of the City Council. In all cases, the Mayor shall announce the conclusion of personal/audience comments.

Section L. Written Comments.

Written comments may be submitted to the City Clerk in connection with a meeting of the City Council, in lieu of oral personal/audience comments, by residents of Bellaire and other interested persons either not in attendance or who prefer not to speak at the meeting. Such written comments must be received prior to the start of the meeting to be included in the record of the meeting. At the conclusion of personal/audience comments, the Mayor shall identify for the record all written comments received, stating the name of the commenter and concisely summarizing the subject of the comment. The City Clerk shall distribute to all members of the City Council, as soon as reasonably practicable, copies of such written comments for their consideration.

Section M. Introduction of Agenda Items~~on the agenda shall be formally considered by motions duly made and seconded by any of the several members of City Council.~~

The Mayor shall read each agenda item and, as appropriate, briefly introduce it. In the event an item provides for consideration and action on a proposed ordinance, the Mayor shall read the caption of the ordinance or a concise but complete summary thereof as it appears on the agenda.

Section N. Deliberation.

Items on the agenda shall be ~~read and included as a part of the~~ formally considered by motion and vote. Following a motion duly made and seconded, debate and discussion shall begin.

Section O. ~~Section C.~~ Mayor or Clerk to State Question.

Before any vote is taken on any question ~~or ordinance~~ before the City Council, the Mayor or City Clerk shall restate the motion.

ART. 1.**Section P. ~~Section D.~~ Mayor or Clerk to Announce the Vote.**

The Mayor or the City Clerk shall, at the conclusion of the vote on each question-~~properly submitted~~, announce the result.

Section Q. ~~Section E.~~ Recording of the ~~Vote on Any Motion.~~

All votes on any motion shall be recorded and, if not unanimous, ~~should clearly state~~ the name of each member of the City Council voting in the minority and/or abstaining shall be clearly stated in the record.

Section R. ~~Section F.~~ Abstention.

An abstention from voting shall not be considered as approving or disapproving the motion. The ~~person~~member abstaining, ~~upon request of four (4) members of City Council,~~ may state for the record his or her reasons for abstaining ~~for the record; however, said member of City Council may decline, but shall not be required to do so.~~

~~Section G.~~**Section S. Conflicts of Interest ~~Disclosed by Affidavit.~~**

~~A member of City Council must file an affidavit stating,~~

In the event a member of the City Council shall have a conflict of interest concerning any matter to be considered, he or she must disclose the nature and extent of his or her interest prior to the consideration of the ~~agenda item involved. [See also: matter and~~ recuse him or herself from all proceedings concerning that matter. After disclosing the nature and extent of his or her interest, he or she shall step down from the dais while the matter is being considered and/or acted upon by the City Council. See City Code, Chapter 2, Administration, Article 6, Code of Ethics, of the City Code.]

~~{Remainder of page intentionally left blank}~~

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ART. 1.**ARTICLE 6.****AGENDA ORDER**

~~The following sequence of items is the desired order for conducting the business of the City Council. However, at the discretion of the Mayor, when it appears that it is in the best interest of the City Council and the citizens of Bellaire, any item appearing on the agenda may be considered in any order determined by the Mayor. In addition, the City Manager may authorize adjustments to this agenda order as shall be necessary to carry forward the intent of the City Council.~~

Section A. Call to Order.

~~The Mayor shall call the meeting to order.~~

Section B. Announcement of a Quorum.

~~The Mayor shall announce that a quorum of the City Council is present and shall state, for the record, the names of all members of City Council that are absent.~~

Section C. Inspirational Reading and/or Invocation.

~~Members of the City Council will alternate reading a brief inspirational message and/or invocation.~~

Section D. Pledge of Allegiance.

~~A member of the City Council conducting the inspirational reading and/or invocation shall lead the Pledge of Allegiance to the United States and Texas flags.~~

Section E. Recognition of Proclamations.**Section F. Approval or Correction of Minutes.**

~~The minutes of the previous meeting of City Council shall be submitted to City Council and either be approved as submitted or be corrected and approved as corrected. Any member of City Council that was absent from a particular meeting may still vote on the minutes of the meeting by relying on his fellow members of City Council and/or by reviewing the recorded digital video recordings as to the accuracy of those minutes.~~

ART. 1.**Section G. ~~Personal/Audience Comments.~~**

~~Individuals wishing to address City Council will have a time limit of up to five (5) minutes, with no extension, and with notice to said individual(s) after four (4) minutes that there is one (1) minute left. All individuals desiring to address City Council must submit a request to speak on a sign-up sheet to the City Clerk prior to the posted time of the meeting. Any request received after this time may be considered for the following City Council meeting. [See also: Article 8., Rules Governing Comments from Audience, p. 16.]~~

Section H. ~~Reports.~~

~~The City Manager, City Attorney, Chief Financial Officer, Director of Public Works, Consultants, and such others shall submit reports, as needed, to City Council. City Council shall move to accept the reports as part of the record, if affirmed by a majority of Council.~~

Section I. ~~New Business.~~**Section J. ~~Items for Future Agendas; Community Interest Items from the Mayor and City Council.~~**

~~It is the intent of this item to provide any member of City Council the opportunity to request to place new items on the agenda of an upcoming Regular Meeting of City Council pursuant to Article 4, Order of Business, Section A, Agenda, and/or make a report about items of community interest during a City Council meeting, said community items of interest of which may include expressions of thanks, congratulations, or condolences; information regarding holiday schedules; honorary recognition of City officials, employees, or other citizens or entities; reminders of upcoming events sponsored by the City or another entity that is scheduled to be attended by a City official or City employee; and announcements involving an imminent threat to the public health and safety of the citizens of Bellaire that has arisen after the posting of the agenda.~~VI, Code of Ethics.

Furthermore, if the conflict of interest involves a substantial interest in a business entity or in real property, the affected member of City Council shall file with the City Clerk, prior to the consideration of the matter, an affidavit stating the nature and extent of his or her interest and shall abstain from further participation in the matter to the extent required by Texas Local Government Code, Chapter 171, Regulation of Conflicts of Interest of Officers of Municipalities, Counties, and Certain Other Local Governments, Section 171.004.

Section T. Preservation of Order.

The Mayor shall preserve order and decorum, prevent the impugning of members' motives, and confine members to debate of the questions under discussion. If necessary, the Mayor shall cause to be silenced or removed from the Council Chamber any person speaking out of order or disrupting the order of the meeting.

ART. 1.**Section U. City Manager's Weekly Memorandum.**

The City Manager shall issue to the City Council a weekly memorandum concerning affairs, problems and other matters that should properly be brought to the attention of the City Council. Such memorandum shall be made available to the City Council on or before the end of each work week.

Section V. City Attorney's Legal Memoranda.

The City Attorney shall regularly issue to the City Council memoranda concerning the status of current legal matters affecting the City and advising the City Council of his or her activities on behalf of the City since the last memorandum, on an as-needed basis but no less frequently than by the close of business each Friday immediately preceding a regular session of the City Council. Such memoranda shall be subject to and protected from disclosure by the attorney-client privilege, to the extent applicable.

Section W. Amendment of Rules.

Any provisions of these Rules not governed by federal or state law, the City Charter, or the City Code may be amended by a vote of five (5) members of the City Council.

ARTICLE 3.**Section K. ~~Adjournment.~~****MEETINGS OF THE CITY COUNCIL****Section A. Regular Sessions.**

Regular sessions of the City Council shall be held on the first and third Mondays of each month, at 7:00 p.m. or at such other hour as may be stated in the notice. In the event the first or third Monday of a month is a legal holiday, then the regular session that would otherwise be held on that day shall instead be held on the next Monday thereafter.

In addition to the regular order of business (see Article 4, Agenda Procedure, Section E, Order of Business, of these Rules), regular sessions (or, as the case may be, special sessions) may consist of one or more meetings, including workshops, public hearings, town hall meetings, closed meetings and the annual state of the city.

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Section B. Special Sessions.

~~A meeting of City Council may be adjourned by a majority of those members of City Council present and voting.~~ Special sessions may be called upon request of either the Mayor, the City Manager, or a majority of the members of the City Council (*City Charter, Article II, The Council, Section 15, Meetings of Council*), at times other than those specified for regular sessions, for any business that could otherwise be conducted in a regular session.

~~ART. 1.~~~~ARTICLE 7.~~~~WORKSHOP POLICIES AND PROCEDURES~~~~Section A. Purpose.~~Section C. Workshops.

~~City Council may call and hold workshop sessions~~Workshops are meetings called for the purpose of conducting a detailed and thorough exploration of matters that may properly come before the City Council.~~The following rules shall prevail for the call and conduct of workshop sessions.~~

~~Section B. Agenda.~~1. Subject Matter.

Only a limited number of matters shall be considered by the City Council during a workshop~~session~~, and sufficient time for consideration of such matters shall be provided.

2. ~~Section C.~~ Documents and Exhibits to be Presented.

~~In the event of a called workshop session, all~~All documents, exhibits, maps, plats, architectural drawings, specifications, and other similar documents to be considered in a workshop shall be made available to the City Council at least 72 hours before the beginning of such workshop ~~session in order so~~ that sufficient time may be allowed for each member of the City Council to study ~~such documents~~ and be prepared to discuss ~~the same~~such documents in the workshop.

3. ~~Section D.~~ Questions of a Technical Nature.

All questions of a technical nature, which require a detailed explanation for understanding, may be considered in a workshop~~session~~, and The City Council ~~shall be authorized to~~may request, through the City Manager, the appearance of ~~such employees of the~~any City employee or outside ~~experts~~consultant as may be necessary to secure factual answers to such technical questions.~~Requests for staff attendance shall be directed to the City Manager.~~

~~Section E. Prohibitions Against Ordinances or Motions.~~4. No ordinances or motions shall be considered at Action.

No action may be taken in a workshop~~session~~. An informal motion may be made ~~requesting an item be put on a subsequent meeting agenda, to~~ request additional information, ~~or to schedule additional workshop sessions(s), or to place an item on a~~

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subsequent meeting agenda. Informal motions may be passed by a vote of four (4) members of the City Council.

5. Minutes of Workshops.

Because no action may be taken, minutes are not prepared for workshops. The minutes of the regular or special session within which a workshop is held shall provide a concise description of the subject matter and identify all participants in the workshop.

6. Section F. No Audience Comments or Questions.

Audience comments or questions will not be ~~considered at a workshop session.~~received at a workshop.

ARTICLE 8.**~~RULES GOVERNING COMMENTS FROM AUDIENCE~~****~~Section A. Purpose.~~**

~~It is the desire of the City Council to hear from the citizens of Bellaire and to stimulate discussion of subjects that are properly a concern of the City Council. The following rules shall control audience comments.~~

~~Section B. Mayor to State Rules for Audience Comments.~~

~~Immediately preceding the opening of audience comments, the Mayor shall summarize briefly the rules governing comments from the audience. [See also: Article 6., Agenda Order, Section G., Personal/Audience Comments, page 14.]~~

~~Section C. Mayor Shall Recognize Interested Citizens.~~

~~Each individual desiring to comment must first be recognized by the Mayor and shall first give his name and address. The Mayor shall recognize each individual, in turn, hearing from all who desire to comment.~~

~~Section D. Time Limit.~~

~~A time limit of up to five (5) minutes, with no extension, and with notice after four (4) minutes that one (1) minute is left, shall govern each comment under "Personal/Audience Comments."~~

~~Section E. Termination of Audience Comments.~~

~~Audience comments may be concluded by the Mayor. This action may be appealed or overturned by a vote of four (4) members of the City Council. In the event of pressing~~

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~~business before the City Council or matters requiring immediate City Council attention or action, the City Council may, prior to the opening of audience comments, by a vote of four (4) members of the City Council, set a different maximum time limit for each comment. At any time, the City Council may terminate audience comments for a particular City Council meeting by a vote of four (4) members of the City Council. In all cases, the Mayor shall announce the conclusion of audience comments.~~

ART. 1.**Section F. ~~Subjects Introduced by the Public During a Meeting of the City Council.~~**

~~Any inquiry made at a meeting by the public regarding a subject for which notice has not been given on the agenda, may be responded to with a statement of factual information or a recitation of existing policy. Any deliberation or decision about the subject of inquiry shall be limited to a proposal to place the subject on a future agenda for a subsequent meeting.~~

Section G. ~~Preservation of Order.~~

~~The Mayor shall preserve order and decorum and, if necessary, shall cause to be silenced or removed from the Council Chamber any person speaking out of order or disrupting the order of the meeting.~~

{Remainder of page intentionally left blank}

ARTICLE 9.**RULES GOVERNING PUBLIC HEARINGS****Section A. ~~Call to Order.~~**

~~The Mayor shall call the meeting to order.~~

Section B. ~~Announcement of a Quorum.~~

~~The Mayor shall announce that a quorum is present and shall state, for the record, the names of all members of City Council who are absent.~~

Section D. Public Hearings.

Public hearings are meetings legally required by Texas statutes and the City Code to record public comment on a matter being considered by the City Council. These same statutes and ordinances also govern how the public hearings are to be conducted.

ART. 1.**1. ~~Section C.~~ Reading of the Notice of the Public Hearing.**

~~The~~After the Mayor has called the meeting to order and announced the presence of a quorum of the City Council, the City Clerk shall read the notice and call ~~for~~of the public hearing. This is the same notice that was published and/or mailed to all persons entitled to written notice.

2. ~~Section D.~~ Summary of Procedure.

The City Manager shall be recognized to present a brief summary of the procedure to be followed during the public hearing.

3. ~~Section E.~~ Presentation of Proposal.

The applicant or recommending body ~~is~~shall be recognized to explain the proposal that is the subject of the public hearing. The presentation will be limited to 15 minutes unless ~~otherwise agreed to~~a different time limit is adopted by a majority vote of the City Council.

~~Section F.~~ Recognition of Citizens.**4. Public Comment.**

The Mayor will recognize ~~citizens~~speakers who have completed a sign-up sheet prior to the commencement of the ~~meeting~~public hearing. Each ~~individual will be given~~speaker shall have a time limit of up to five (5) minutes, with no extension, and with notice after four (4) minutes that ~~there is one (1) minute is left for comments~~. Questions from the public shall be addressed to the Mayor, and the Mayor and members of the City Council may refer such questions to the applicant or recommending body, or to staff as appropriate.

5. ~~Section G.~~ Questions from Mayor and Members of City Council.

The Mayor and members of the City Council will have an opportunity to ask questions of the applicant or of staff concerning the proposal, but shall express no opinions at the public hearing.

6. ~~Section H.~~ Close of the Public Hearing.

~~Following the comments from citizens who have submitted requests to speak on sign-up sheets, the Mayor will~~At the conclusion of the public hearing, the Mayor shall announce the deadline for written public comments and close the public hearing ~~and adjourn the meeting.~~

ART. 1.**7. Section I. Written Public Comments; Deadline.**

Oral public comment on the ~~application~~proposal will not be received following the close of the public hearing. The public may submit written comments to the City Council prior to its final deliberation. All written comments on the application must be received in the City Clerk's office by noon on the Thursday preceding the meeting of final deliberation for inclusion in the public record of the ~~application and its~~ proceedings.

Section E. Town Hall Meetings.

Town hall meetings are called by the City Council to present matters of public interest and to receive public comment on such matters. They are similar to public hearings, but are not legally required by statute or ordinance, nor is their conduct governed thereby.

1. Introduction of the Subject.

After the Mayor has called the meeting to order and announced the presence of a quorum of the City Council, the Mayor shall briefly introduce the subject of the town hall meeting.

2. Summary of Procedure.

The City Manager shall be recognized to present a brief summary of the procedure to be followed during the town hall meeting.

3. Presentation.

A presentation to the public concerning the subject of the town hall meeting will be limited to 15 minutes unless a different time limit is adopted by a majority vote of the City Council.

4. Public Comment.

The Mayor will recognize speakers who have completed a sign-up sheet prior to the commencement of the town hall meeting. Each speaker shall have a time limit of up to three (3) minutes, with no extension, and with notice after two (2) minutes that one (1) minute is left.

5. No Deliberation or Action.

The City Council shall not deliberate or take any action in a town hall meeting. At the conclusion of the meeting, the Mayor shall announce to the public the date of the meeting at which deliberation or action on the subject of the town hall meeting is anticipated, to the extent known.

ART. 1.**Section F. Closed Meetings (Executive Sessions).**

Closed meetings (commonly known as "executive sessions") are permitted only for the purposes enumerated in Texas Government Code, Chapter 551, Open Meetings Act, Subchapter D, Exceptions to Requirement That Meetings be Open. Disclosure of topics to be discussed shall be made to the public in accordance with the requirements of the Open Meetings Act.

Rules governing closed meetings are addressed in Article 5, Rules Governed by Texas Open Meetings Act, of these Rules.

Section G. Annual State of the City.

At the City Council's first regular session in February of each year, the Mayor shall present an annual State of the City address to the public, and the City boards and commissions shall present their annual reports to the City Council and the public. See City Code, Chapter 2, Administration, Article VII, Boards and Commissions, Section 2-104, Annual or special reports to city council.

ARTICLE 4.**AGENDA PROCEDURE****Section A. Posting of the Agenda.**

The Mayor and City Manager, or an appropriate designee, shall prepare an agenda and cause the same to be posted by the end of the day on the Thursday preceding the meeting, or as soon thereafter as reasonably practicable but not later than 72 hours in advance of the meeting. The agenda and accompanying meeting packet shall be distributed to members of the City Council and made available to the public as soon as reasonably practicable on the day of posting.

Section B. Agenda Requests.

Any member of the City Council or the City Manager may place an item on the agenda. Staff assistance, if required, should be requested through the City Manager.

No item shall be included on the agenda unless a request to include the same has been made, and all supporting materials provided, to the City Manager or City Clerk by noon on the Wednesday next preceding the date of the meeting. This provision shall not apply in the event of an emergency meeting of the City Council or the emergency addition of an item to the agenda, which are instead governed by Texas Government Code, Chapter 551, Open Meetings Act, Section 551.045.

ART. 1.**Section C. Consent Agenda.**

The consent agenda may consist of any and all business regularly coming before the City Council, excluding: i) ordinances finally adopting amendments to Chapter 24, Planning and Zoning, of the City Code; and ii) ordinances adopting, amending, or otherwise relating to the budget of the City.

All items set out in the consent agenda shall be deemed passed upon the passage of an affirmative motion, by a vote of at least four (4) members of the City Council without discussion or debate, that the consent agenda be adopted. Upon the passage of such motion, all items included in the consent agenda shall be deemed adopted as if voted upon separately and as if the caption and/or body of any ordinance therein set out shall have been read in full. The City Clerk is authorized to affix to all ordinances therein set out, consecutive numbers beginning with the first number available for new ordinances.

Upon request of any member of the City Council, items shall be removed from the consent agenda and considered separately.

Section D. City Manager Shall Provide Analysis.

The City Manager shall provide the City Council with an analysis of items requested by staff to be on the agenda, by the end of the day on the Thursday preceding the meeting, or as soon thereafter as reasonably practicable but not later than 72 hours in advance of the meeting. However, in the case of an emergency, this provision shall be suspended. Said analysis should include sufficient detail so that members of the City Council are able to make an informed decision on the matter based solely on the information provided in the analysis.

Section E. Order of Business.

The following sequence of items shall, in general, be the order of business for regular sessions (or, as the case may be, special sessions) of the City Council.

1. Call to Order.

The Mayor shall call the meeting to order.

2. Announcement of a Quorum.

The Mayor shall announce that a quorum of the City Council is present and shall state, for the record, the names of all members of the City Council that are absent.

3. Inspirational Reading and/or Invocation.

Members of the City Council will alternate reading a brief inspirational message and/or invocation.

ART. 1.**4. Pledges of Allegiance.**

The member of the City Council conducting the inspirational reading and/or invocation shall lead the Pledges of Allegiance to the United States and Texas flags.

5. Recognition of Proclamations.**6. Approval of Minutes.**

The minutes of previous meetings of the City Council shall either be approved as submitted or be corrected and approved as corrected. Any member of the City Council that was absent from a particular meeting may still vote on the minutes of the meeting by relying on his fellow members of the City Council and/or by reviewing the recorded digital video recordings as to the accuracy of those minutes.

Minutes submitted for approval may properly be included in the consent agenda.

7. Personal/Audience Comments.

See Article 2, General Rules of Procedure and Policies, Section K, Rules Governing Personal/Audience Comments, of these Rules.

8. Reports.

The City Manager, City Attorney, department directors, consultants, and such others shall present reports, as needed or requested, to the City Council.

9. New Business.

In addition to agenda items to be considered individually, the consent agenda shall be handled as an item of new business.

10. Community Interest Items from the Mayor and City Council.

It is the intent of this item to provide members of the City Council the opportunity to make a report about items of community interest, which may include expressions of thanks, congratulations, or condolence; information regarding holiday schedules; honorary recognition of City officials, employees, or other citizens or entities; reminders of upcoming events sponsored by the City or another entity that is scheduled to be attended by a City official or City employee; and announcements involving an imminent threat to the public health and safety of people in Bellaire that has arisen after the posting of the agenda.

~~{Remainder of page intentionally left blank}~~

No action may be taken on a reported item of community interest, and no possible action discussed except a proposal to place the subject on the agenda for a subsequent meeting.

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[See Texas Government Code, Chapter 551, Open Meetings Act, Sections 551.0415 and 551.042.](#)

~~ART. 10.7, § A~~~~§ D~~**ARTICLE ~~10.5.~~****RULES GOVERNED BY TEXAS OPEN MEETINGS ACT****Section A. Meetings Open to the Public; Notice.**

All meetings of the City Council shall be open to the public, and notices thereof shall be posted as provided under the Texas Government Code, Chapter 551, Open Meetings Act. Except in the case of an emergency meeting, notice of all meetings shall be given at least 72 hours in advance. Texas Government Code, Chapter 551, Open Meetings Act, Section 551.043.

Section B. Notice of Emergency Meetings or Emergency Additions to Agenda.

In the event of an emergency meeting of the City Council, or an emergency addition to the agenda, notice shall be given at least two (2) hours in advance, and special notice shall be given to the news media at least one (1) hour in advance, as required by Texas Government Code, Chapter 551, Open Meetings Act, Sections 551.045 and 551.047.

Section C. Non-Agendaed Subjects Introduced During a Meeting of City Council.

Any inquiry made at a meeting by the public or by a member of the City Council regarding a subject for which notice has not been given on the agenda, may be responded to with a statement of factual information or a recitation of existing policy. Any deliberation or decision about the subject of inquiry shall be limited to a proposal to place the subject on a future agenda for a subsequent meeting. Texas Government Code, Chapter 551, Open Meetings Act, Section 551.042.

Section D. Rules Governing Closed Meetings.**1. Convene First in Open Meeting.**

The City Council may retire into a closed meeting as stated on a posted agenda during a regular or special meeting. Before said closed meeting begins, the Mayor shall announce in the open meeting that the City Council will be retiring into a closed meeting and shall identify the section(s) of the Open Meetings Act pursuant to which the closed meeting will be held. Texas Government Code, Chapter 551, Open Meetings Act, Section 551.101.

2. Certified Agenda.

A certified agenda, certified by the Mayor to be a true and correct record of the proceedings, shall be sealed and kept for at least two years after the date of the closed meeting, subject to disclosure only by Court order. Texas Government Code, Chapter 551, Open Meetings Act, Sections 551.103 and 551.104.

Attachment: Exh_B_Redline (1783 : City Council Rules and Procedures)

~~ART. 10., § A~~~~§ D~~**3. No Action in Closed Meeting.**

No action, decision, or vote shall be taken by the City Council during the closed portion of the meeting, and no subject but that posted on the agenda is to be discussed. Any action, decision, or vote on a matter deliberated in the closed meeting shall be made, and the City Council may adjourn, only during the open meeting. Texas Government Code, Chapter 551, Open Meetings Act, Section 551.102.

Section E. Review and Discipline.

Complaints, charges and discipline concerning members of the City Council or City personnel reporting directly to the City Council shall be discussed in a closed meeting unless the person charged or the person against whom a complaint has been lodged shall request a public hearing. Texas Government Code, Chapter 551, Open Meetings Act, Section 551.074.

ARTICLE 6.**REFERENCE: SELECTED RULES OF PARLIAMENTARY PROCEDURE**

~~This article is a brief discussion of the parliamentary rules, which shall guide the conduct of business before the City Council. These Rules, and the provisions of Robert's Rules, shall control the deliberations of the City Council, provided they are not inconsistent with federal or state law or the City Charter. This section is simply a guide to those rules that may be the most useful in the orderly consideration of City business before City Council. [Further detail may be found in Robert's Rules of Parliamentary Procedure, Newly Revised 10th edition (2000).]~~references some of the more commonly cited parliamentary rules, but is not intended to be an exhaustive listing, nor is it a substitute for Robert's Rules, which shall guide the conduct of business before the City Council except where inconsistent with federal or state law, the City Charter, the City Code, or as otherwise provided in these Rules.

~~**Section A. Preservation of Order.**~~

~~The Mayor shall preserve order and decorum, prevent the impugning of members' motives, and confine members to debate of the questions under discussion.~~

Section A. Order of Precedence of Motions.

Robert's Rules shall prevail as to the order of precedence of motions and types of motions.

~~ART. 10, § A~~~~§ D~~**Section B. Right to the Floor.**

Any member of the City Council desiring to speak shall be recognized by the Mayor and shall confine his or her remarks to the subject under consideration. No member shall speak more than once to a question until every member wishing to speak shall have spoken.

Section C. Motion to Postpone.

A motion to postpone consideration of a matter can be used by: 1) postponing the motion until a certain time; 2) postponing the motion and referring it to a committee for further investigation; or 3) postponing the motion indefinitely, which kills the motion. A motion to postpone is debatable and amendable. To postpone a motion, a motion must be made and can only be made at such time as another member of the City Council is not speaking. A simple majority vote is required for the motion to pass.

Section D. Motion to Amend a Pending Motion.

A member of the City Council who desires to modify the wording of a pending motion by adding and/or striking out words may move to amend the motion. This motion is debatable and such amendment can be passed by a vote of four (4) members of the City Council.

Section E. Substitute Motion.

A member of the City Council who desires to substitute a motion for the one being considered may make a substitute motion, which acts as an amendment to the pending motion and is itself amendable. Once the substitute motion is adopted, the vote on the original motion is not necessary, the substitute motion being the motion then on the floor.

Section F. Motion to Close Debate or to Move the Previous Question.

A motion to close debate or to move the previous question is a motion to stop debate on the pending motion. This motion can be made only at such time as no one else is speaking and the Mayor recognizes the person making the motion, and can be considered only if both sides of the issue have been presented during the debate. If this motion is made and seconded, debate stops immediately and the vote is taken on whether to close debate on the original motion. To close debate, a two-thirds (2/3) majority vote is required.

Section G. Motion to Lay a Pending Motion on the Table.

A motion to lay a pending motion on the table is a motion to temporarily set aside the pending motion. Reasons for this may include to take up a more urgent item of business or to hear a speaker who cannot stay for the disposition of the pending motion. This motion can be made only at such time as no one else is speaking and is not debatable. To lay a pending motion on the table, a vote of four (4) members of the City Council is required.

Attachment: Exh_B_Redline (1783 : City Council Rules and Procedures)

~~ART. 10., § A~~~~§ D~~**Section H. Motion to Take a Question from the Table.**

A motion previously laid on the table may be taken from the table by a majority vote as soon as the interrupting business is disposed of.

Section I. ~~Section B.~~ Motion to Adjourn.

A motion to adjourn may be made at any time upon being recognized by the Mayor so long as no one has been previously recognized and is speaking; such a motion requires a second and it requires a majority vote to pass.

Section J. ~~Section C.~~ Point of Order.

A member of the City Council may raise a point of order at any time whether or not another member of the City Council is speaking. A point of order is a statement to the Mayor that a particular motion before the City Council or other matter is out of order, or to make an inquiry of the Mayor as to parliamentary procedure, ~~or for information~~. As soon as a point of order has been disposed of, the person interrupted may continue speaking.

~~In the event that the Mayor overrules a member of City Council asserting a point of order, the Council Member may appeal to the members of City Council for a final decision. The Mayor shall then~~The Mayor shall determine all points of order, subject to the right of any member of the City Council to appeal to the City Council or request a parliamentary opinion of the City Attorney. In the event of an appeal, the Mayor shall briefly state the reasons for ~~that decision~~the ruling; the decision of the Mayor may be overruled by a vote of four (4) members of the City Council.

Section K. ~~Section D.~~ Suspension of the Rules.

A member of the City Council may move to suspend the rules that interfere with a particular matter that is of apparent importance to the City Council ~~and should be considered by the City Council immediately, or a ruling by the Mayor to be out of order. In order for,~~ For a suspension of the rules to be accomplished, ~~it is necessary that~~ a vote of five (5) members ~~be obtained~~is required. However, a motion to suspend the rules cannot interrupt an individual speaking.

Section E. ~~Motion to Withdraw a Motion.~~

~~A person making the motion may move to withdraw the motion, and it is withdrawn unless an objection is raised. If a member of City Council objects to the withdrawal of the motion, then the Mayor, upon motion from a member of City Council, may put the matter to an immediate vote and if four (4) members of the City Council vote to allow removal of the motion, it is withdrawn.~~

~~ART. 10., § A~~~~§ D~~**Section L. ~~Section F.~~ Motion to Object to the Consideration of a Motion.**

A member of the City Council may object to the consideration of a motion, and such objection may be made at any time prior to debate on the motion, even when ~~a~~another member of the City Council is speaking. ~~In order to~~It does not require a second. To stop the consideration of a motion, a two-thirds (2/3) vote of the members ~~of City Council~~ present is required, which in no event shall be ~~less~~fewer than four (4) members of the City Council.

~~Section G.~~ Motion to Lay a Pending Motion on the Table.

~~A motion to lay a pending motion on the table means to set aside temporarily and is correctly used to set aside the accepted order of business. Reasons for this may include to take up a more urgent item of business, or to hear a speaker who cannot stay for the completion of the pending business. In order to table a motion, a motion to table must be made and can only be made at such time when another member of City Council is not speaking; the matter must then be immediately put to a vote by the Mayor and upon a vote of four (4) members of City Council, it may be tabled.~~

~~Section H.~~ Motion to Take a Question from the Table.

~~A motion previously laid on the table may be taken from the table by a majority vote as soon as the interrupting business is disposed of.~~

~~Section I.~~ Motion to Postpone.

~~A motion to postpone consideration of a matter can be used by: 1) postponing the motion until a certain time; 2) postponing the motion and referring it to a committee for further investigation; or 3) postponing the motion indefinitely, which kills the motion. A motion to postpone is debatable and amendable. In order to postpone a motion, a motion must be made and can only be made at such time as another member of City Council is not speaking. A simple majority vote is required for the motion to pass.~~

~~ART. 10., § A~~ ~~§ D~~~~Section J. Motion to Close Debate or to Move the Previous Question.~~

~~A motion to close debate on a particular matter or to move the previous question is a motion to stop debate on the original motion. This motion can only be made at such time as the Mayor recognizes the person making the motion and no one else is speaking. If this motion is made and seconded, debate stops immediately and the vote is taken. However, this motion can only be considered if both sides of the issue have been presented during the debate. In order to close debate, a two-thirds (2/3) majority is necessary.~~

~~Section K. Amend a Pending Motion.~~

~~A member of City Council stating that he/she wishes to modify the wording by adding and/or striking out may amend a motion. This motion is debatable and such amendment can be passed by a vote of four (4) members of the City Council.~~

~~Section L. Substitute Motion.~~

~~A member of City Council who desires to substitute a motion for the one being considered may make a substitute motion at any time. [I move to substitute for the pending motion the following:] As soon as a substitute motion is made, it acts as an amendment and is itself amendable; however, the vote on the original question is not necessary. The question is the motion to substitute.~~

~~Section M. Questions to Contain One (1) Subject.~~Section M. Division of the Question.

All questions submitted for vote shall contain only one subject. If two (2) or more subjects are involved, any member of the City Council may require its division.

~~Section N. Order of Precedence of Motions.~~

~~Robert's Rules shall prevail as to the order of precedence of motions and types of motions.~~

~~Section O. Right to Floor.~~

~~Any member of City Council desiring to speak shall be recognized by the Mayor and shall confine his/her remarks to the subject under consideration. No member shall speak more than once to a question until every member wishing to speak shall have spoken.~~

~~Section P. Point of Order.~~

~~ART. 10, § A~~~~§ D~~

~~The Mayor shall determine all points of order, subject to the right of any member to appeal to the City Council or request a parliamentary opinion of the City Attorney.~~

Section N. Request to Withdraw a Motion.

The member making the motion may request to withdraw the motion, and it is withdrawn unless an objection is raised. If a member of the City Council objects to the withdrawal of the motion, then the Mayor, upon motion, shall put the matter to an immediate vote and if four (4) members of the City Council vote to allow withdrawal of the motion, it is withdrawn.

~~Section Q. Reconsideration of an Action of City Council.~~

~~A~~Only a member of the City Council who voted with the majority (on the prevailing side) can ~~only make such motion to reconsider no later than the next succeeding regular meeting~~a motion to reconsider an action of the City Council. Any member can second it. ~~No question shall be reconsidered, except by vote of four (4) members of the City Council.~~Notwithstanding any conflict with Robert's Rules concerning the timing of such a motion, the motion to reconsider must be made no later than the next succeeding regular session, except that action relating to ~~any~~a contract may be reconsidered at any time, before final execution thereof. No question shall be reconsidered, except by a vote of four (4) members of the City Council. The action must be stated as "reconsideration" on the agenda.



RESOLUTION NO. 16-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, ADOPTING RULES OF PROCEDURE OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, REPLACING AND SUPERSEDING ALL PRIOR RULES.

WHEREAS, heretofore previously, the City Council of the City of Bellaire, Texas (the "City Council") originally adopted Rules of Procedure of the City Council of the City of Bellaire, Texas on February 12, 1996, and several subsequent revisions thereto, most recently on July 13, 2015 (collectively, the "Rules"); and

WHEREAS, on January 4, 2016, the City Council appointed a special committee (the "Committee") to review the Rules and present any proposed revisions thereto at the next regular meeting of the City Council; and

WHEREAS, the Committee performed a review of the Rules and presented its report and recommendations to City Council in a Regular Session held on January 25, 2016; and

WHEREAS, the City Council desires to adopt the Committee's proposed rules, attached hereto and marked Exhibit "A"; **NOW, THEREFORE**,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS:

1. **THAT** the recitals set forth above are found to be true and correct.
2. **THAT** the City Council hereby adopts the Rules of Procedure attached hereto and marked Exhibit "A," replacing and superseding all prior Rules.

3. THAT this Resolution shall be effective immediately upon its passage and adoption.

PASSED, APPROVED and **ADOPTED** this 25th day of January, 2016.

(SEAL)

ATTEST:

Tracy L. Dutton, TRMC
City Clerk

SIGNED:

Andrew S. Friedberg
Mayor

APPROVED AS TO FORM:

Alan P. Petrov
City Attorney



ORDINANCE NO. 16-_____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, AMENDING THE CODE OF ORDINANCES OF THE CITY OF BELLAIRE, TEXAS, FOR THE PURPOSE OF DELETING SECTION 2-3, TIME AND PLACE FOR COUNCIL MEETINGS, AND SECTION 2-19, CONSENT AGENDA.

WHEREAS, on this date a special committee of the City Council of the City of Bellaire, Texas, presented its report and recommendations following its review of the *Rules of Procedure for the City Council of the City of Bellaire, Texas* ("Council Rules") and related sections of the *Charter of the City of Bellaire, Texas, as amended November 7, 2006* ("Charter"), and of the *Code of Ordinances of the City of Bellaire, Texas* ("Code"); and

WHEREAS, the committee recommended the deletion of *Chapter 2, Administration, Article I, In General, Section 2-3, Time and place for council meetings*, of the Code, as in conflict with *Article II, The Council, Section 15, Meetings of Council*, of the Charter; and

WHEREAS, the committee recommended the deletion of *Chapter 2, Administration, Article II, Legislation, Division I, Generally, Section 2-19, Consent agenda*, of the Code, as unnecessary and its subject better addressed in the *Council Rules*; **NOW, THEREFORE**,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS:

Section 1. THAT *Chapter 2, Administration, Article I, In General, Section 2-3, Time and place for council meetings*, of the Code is hereby amended by deleting said section in its entirety for the purpose of eliminating any conflicts with the Charter. The amended Code shall read as set out in Appendix A, attached

hereto. All other portions of the Code not specifically amended hereby shall remain in full force and effect.

Section 2. THAT *Chapter 2, Administration, Article II, Legislation, Division I, Generally, Section 2-19, Consent agenda*, of the *Code* is hereby amended by deleting said section in its entirety as unnecessary and its subject better addressed in the *Council Rules*. The amended *Code* shall read as set out in Appendix A, attached hereto. All other portions of the Code not specifically amended hereby shall remain in full force and effect.

Section 3. THAT all ordinances and parts of ordinances in conflict with this Ordinance are repealed to the extent of the conflict only.

Section 4. THAT if any word, phrase, clause, sentence, paragraph, section or other part of this Ordinance or the application thereof to any person or circumstance, shall ever be held to be invalid or unconstitutional by any court of competent jurisdiction, neither the remainder of this Ordinance, nor the application of such word, phrase, clause, sentence, paragraph, section or other part of this Ordinance to any other persons or circumstances shall be affected hereby.

Section 5. THAT the City Council officially finds, determines, and declares that a sufficient written notice of the date, hour, place and subject of the meeting at which this Ordinance was discussed, considered, or acted upon was given in the manner required by the *Texas Open Meetings Act*, as amended, and that the meeting has been open to the public as required by law at all times during such discussion, consideration, and action. The City Council ratifies, approves, and confirms such notice and the contents and posting thereof.

Section 6. THAT this Ordinance shall be effective as of January 25, 2016.

PASSED, APPROVED, and ADOPTED this 25th day of January, 2016.

(SEAL)

ATTEST:

SIGNED:

Tracy L. Dutton, TRMC
City Clerk

Andrew S. Friedberg
Mayor

APPROVED AS TO FORM:

Alan P. Petrov
City Attorney

APPENDIX A

Instructions: Delete section in its entirety.

CHAPTER 2. ADMINISTRATION

ARTICLE I. - IN GENERAL

~~Sec. 2-3. Time and place for council meetings.~~

~~The city council shall hereafter meet in the city council Chamber of the City Hall, located at 7008 South Rice Avenue, in regular meetings at 7:00 p.m., on the first and third Mondays of each month, except that when such first or third Monday shall be a legal holiday. Then the city council of the city shall meet in regular meeting in lieu thereof, on the next calendar Monday thereafter.~~

~~(Ord. No. 77-071, 8-11-1977)~~

~~**Charter reference** Meetings of Council, Art. II, § 15.~~

~~**State Law reference** Open Meetings Act, V.T.C.A., Government Code § 551.001 et seq.~~

Sec. 2-3. – Reserved.

Instructions: Delete section in its entirety.

CHAPTER 2. ADMINISTRATION

ARTICLE II. – LEGISLATION

DIVISION 1. – GENERALLY

~~Sec. 2-19. Consent agenda.~~

~~There is hereby established as a part of every agenda for regular and/or special meetings of the city council of the City of Bellaire, a portion of said agenda which shall be labeled "consent agenda." Said consent agenda may consist of any and all business regularly coming before the city council of the City of Bellaire, excluding ordinances finally adopting amendments to chapter 24 of the Code of Ordinances, entitled "Planning and Zoning Regulations," ordinances adopting or amending, on either first, second or third reading, existing franchise or new franchise ordinances, and ordinances adopting, amending or otherwise relating to the budget of the City of Bellaire.~~

~~All items set out in the consent agenda shall be deemed passed, and the city clerk is authorized to affix to all ordinances therein set out, consecutive numbers beginning with the first number available for new ordinances, upon the passage of a~~

~~motion, by a vote of at least four members of the city council, that the consent agenda be adopted. No further action shall be deemed necessary, and all such items appearing thereon, upon the passage of such motion, shall be deemed adopted as if voted upon separately and as if the caption and/or body of any ordinance therein set out shall have been read in full.~~

~~Upon motion duly made and passed, any item on the consent agenda may be withdrawn for separate consideration.~~

~~{Ord. No. 82-048, § 1, 6-14-1982}~~

Sec. 2-19. – Reserved.



CITY OF BELLAIRE TEXAS

MAYOR AND COUNCIL

DECEMBER 21, 2015

Civic Center

Reception for Outgoing Members

6:15 PM

7008 S. RICE AVENUE
BELLAIRE, TX 77401

SPECIAL SESSION (RECEPTION FOR OUTGOING MEMBERS OF CITY COUNCIL) - 6:15 P.M.

A. Call to Order and Announcement of a Quorum - Dr. Philip L. Nauert, Mayor.

Dr. Philip L. Nauert, Mayor, called the City Council of the City of Bellaire, Texas, to order at 6:16 p.m. on Monday, December 21, 2015. The Special Session was held in the Civic Center, First Floor of City Hall, 7008 South Rice Avenue, Bellaire, Texas 77401.

Mayor Nauert advised that all members of City Council were present as set forth in the table below.

Member Name	Title	Status	
Nauert	Mayor	Present	
B. Nathan	Mayor Pro Tem	Present	
. Reed	Councilman	Present	
Avioli Sr.	Councilman	Present	
appas	Councilman	Present	
McLaughlan	Councilman	Present	
Fife	Councilman	Present	
Hofmann	City Manager	Present	
etrov	City Attorney	Present	
Dutton	City Clerk	Present	

B. Welcome - Paul A. Hofmann, City Manager.

Paul A. Hofmann, City Manager, welcomed friends and families of outgoing members of City Council. Following expressions of thanks to those friends and families, City Manager Hofmann recognized each outgoing member of City Council for his or her dedicated service to the City of Bellaire.

C. Special Recognition of Service - Paul A. Hofmann, City Manager.

1. Recognition of Outgoing Councilman Pat B. McLaughlan:

As of January 4, 2016, Pat B. McLaughlan, Councilman—Position No. 4, will have served on the Bellaire City Council for four years (January 2012 to January 2016). He was re-elected for a second four-year term during a General Election held on November 3, 2015. His second term will commence on January 4, 2016. Prior to serving as Councilman—Position No. 4, he served as Councilman—Position No. 6 for four years (January 1996 to January 2000) and as Councilman—Position No. 5 for eight years (January 2002 to January 2010).

Paul A. Hofmann, City Manager, advised that although Councilman McLaughlan was not actually leaving the City Council, the City wished to commemorate the fact that he was leaving one term and joining another.

Minutes Acceptance: Minutes of Dec 21, 2015 6:15 PM (Approval of Minutes:)

City Manager Hofmann presented Councilman McLaughlan with a plaque in recognition of his dedication, exemplary service, and commitment to the City of Bellaire.

Councilman Pat B. McLaughlan thanked friends and families for attending the reception this evening.

2. Recognition of Outgoing Councilman Andrew S. Friedberg:

As of November 16, 2015, Andrew S. Friedberg, Councilman—Position No. 5, served on the Bellaire City Council for six years (January 2010 to November 2015). He resigned to run for Mayor and was elected to that position during a General Election held on November 3, 2015. His first two-year term as Mayor will commence on January 4, 2016.

Paul A. Hofmann, City Manager, presented former Councilman and Mayor-Elect Andrew S. Friedberg with a plaque in recognition of his dedication, exemplary service, and commitment to the City of Bellaire as a member of the Bellaire City Council.

Former Councilman and Mayor-Elect Andrew S. Friedberg thanked Bellaire's citizens for the great privilege of having served on City Council for six years, and stated that he was looking forward to continuing his service. Former Councilman and Mayor-Elect Friedberg advised that the true honorees this evening were Mayor Philip L. Nauert, Mayor Pro Tem Amanda B. Nathan, and Councilman James P. Avioli, Sr.

In closing, Former Councilman and Mayor-Elect Friedberg thanked the City for the recognition and expressed his gratefulness to the outgoing honorees for their service to the City.

3. Recognition of Outgoing Councilman James P. Avioli, Sr.:

As of January 4, 2016, James P. Avioli, Sr., Councilman—Position No. 2, will have served on the Bellaire City Council for eight years (January 2008 to January 2016).

Paul A. Hofmann, City Manager, read and presented a Letter of Appreciation signed by all of the Department Directors, City Clerk, Assistant City Manager, and City Manager to Councilman James P. Avioli, Sr.

City Manager Hofmann also presented Councilman Avioli with a plaque in recognition of his dedication, exemplary service, and commitment to the City of Bellaire as a member of the Bellaire City Council.

A final gift of a crystal clock was presented to Councilman Avioli in commemoration of his eight years of service as a member of City Council.

Councilman James P. Avioli, Sr., recognized the members of his family that were present for the reception. He also thanked the citizens of Bellaire and City staff for the confidence and support they had given him in the eight years that he had been on City Council.

4. Recognition of Outgoing Mayor Pro Tem and Councilman Amanda B. Nathan:

As of January 4, 2016, Amanda B. Nathan, Mayor Pro Tem and Councilman—Position No. 6, will have served on the Bellaire City Council for six years. During her first term, she filled a vacancy that commenced in November of 2009 and ended in January of 2012. She was re-

elected for a second four-year term that commenced in January of 2012 and will end in January of 2016.

Paul A. Hofmann, City Manager, read and presented a Letter of Appreciation signed by all of the Department Directors, City Clerk, Assistant City Manager, and City Manager to Mayor Pro Tem Amanda B. Nathan.

City Manager Hofmann also presented Mayor Pro Tem Nathan with a plaque in recognition of her dedication, exemplary service, and commitment to the City of Bellaire as a member of the Bellaire City Council.

A final gift of a crystal gavel and stand was presented to Mayor Pro Tem Nathan in commemoration of her six years of service as a member of City Council.

Mayor Pro Tem Amanda B. Nathan thanked the residents of Bellaire for the honor of representing them on City Council. She thanked the staff as well for the pleasure of working with them. In closing, she thanked the members of City Council that she had served with and her family for their support.

5. Recognition of Outgoing Mayor Dr. Philip L. Nauert:

As of January 4, 2016, Dr. Philip L. Nauert, Mayor, will have served on the Bellaire City Council for four years (January 2012 to January 2016). Prior to serving as Mayor, Dr. Nauert served eight years as Councilman-Position No. 1 (January 1998 to January 2006) and four years as Councilman-Position No. 4 (January 2008 to January 2012).

Paul A. Hofmann, City Manager, read and presented a Letter of Appreciation signed by all of the Department Directors, City Clerk, Assistant City Manager, and City Manager to Dr. Philip L. Nauert, Mayor.

City Manager Hofmann also presented Mayor Nauert with a plaque in recognition of his dedication, exemplary service, and commitment to the City of Bellaire as a member of the Bellaire City Council.

A final gift of a crystal gavel and stand was presented to Mayor Nauert in commemoration of his four years of service as a member of City Council.

Dr. Philip L. Nauert, Mayor, advised that he was humbled and honored to have served as the Mayor of Bellaire, as well as a member of City Council prior to his election as Mayor. He recognized several past Mayors for their wisdom and insight (Mayor Betty Janicek, Mayor Charles Jacobus, Mayor Mary Ann Goode, and Mayor Cynthia Siegel).

Mayor Nauert continued and thanked his family for all of their support, as well as his Council mates (present and past) for their support. After providing a few recommendations for those members of City Council remaining, he recognized City staff, his dental practice staff, and City Manager Paul A. Hofmann for their support.

In closing, Mayor Nauert stated that he was proud of Andrew S. Friedberg for running for Mayor and noted that he was a wonderful replacement.

D. Adjourn to Reception.

Motion:

To adjourn the Special Session of the City Council of the City of Bellaire, Texas, at 6:45 p.m. on Monday, December 21, 2015.

Minutes Acceptance: Minutes of Dec 21, 2015 6:15 PM (Approval of Minutes:)

RESULT:	UNANIMOUS [7 TO 0]
MOVER:	Roman F. Reed, Councilman
SECONDER:	Gus E. Pappas, Councilman
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas, McLaughlan, Fife
NAYS:	None



CITY OF BELLAIRE TEXAS

MAYOR AND COUNCIL

DECEMBER 21, 2015

Civic Center

Regular Session

7:00 PM

7008 S. RICE AVENUE
BELLAIRE, TX 77401

REGULAR SESSION - 7:00 P.M.

A. Call to Order and Announcement of a Quorum - Dr. Philip L. Nauert, Mayor.

Dr. Philip L. Nauert, Mayor, called the Regular Session of the City Council of the City of Bellaire, Texas, to order at 7:14 p.m. on Monday, December 21, 2015. The Regular Session was held in the Civic Center, First Floor of City Hall, 7008 South Rice Avenue, Bellaire, Texas 77401.

Mayor Nauert announced that a quorum of all members of City Council was present as set forth in the table below.

Full Name	Title	Status	
Nauert	Mayor	Present	
B. Nathan	Mayor Pro Tem	Present	
J. Reed	Councilman	Present	
Avioli Sr.	Councilman	Present	
Appas	Councilman	Present	
McLaughlan	Councilman	Present	
Fife	Councilman	Present	
Hofmann	City Manager	Present	
Metrov	City Attorney	Present	
Dutton	City Clerk	Present	

B. Inspirational Reading and/or Invocation - Pat B. McLaughlan, Councilman.

Pat B. McLaughlan, Councilman, provided the inspirational reading for the evening.

C. Pledges to the Flags - Pat B. McLaughlan, Councilman.

Pat B. McLaughlan, Councilman, led the members of City Council and the audience in the U.S. Pledge of Allegiance and the Pledge to the Texas Flag.

D. Approval or Correction of Minutes:

1. Minutes of the Special Session (Official Canvass) - November 16, 2015:

Consideration of and possible action on the approval of the minutes of the Special Session (Official Canvass) of the City of Bellaire, Texas, held on Monday, November 16, 2015.

Mayor and Council - Official Canvass - Nov 16, 2015 6:30 PM

Motion:

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

To approve the minutes of the Special Session (Official Canvass) of the City Council of the City of Bellaire, Texas, held on Monday, November 16, 2015.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Amanda B. Nathan, Mayor Pro Tem
SECONDER:	Pat B. McLaughlan, Councilman
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas, McLaughlan, Fife

2. Minutes of the Regular Session - November 16, 2015:

Consideration of and possible action on the adoption of the minutes of the Regular Session of the City Council of the City of Bellaire, Texas, held on Monday, November 16, 2015.

Mayor and Council - Regular Session - Nov 16, 2015 7:00 PM

Motion:

To approve the minutes of the Regular Session of the City Council of the City of Bellaire, Texas, held on Monday, November 16, 2015.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Amanda B. Nathan, Mayor Pro Tem
SECONDER:	Pat B. McLaughlan, Councilman
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas, McLaughlan, Fife

E. Personal/Audience Comments.

Tracy L. Dutton, City Clerk, read written comments submitted by Cynthia Siegel, former Mayor and Councilwoman, into the record. Ms. Siegel expressed her thanks and appreciation to the outgoing members of City Council for their long, dedicated service on behalf of the Bellaire citizens.

Richard Franke:

Mr. Franke thanked the departing members of City Council for their service and recognized Mayor Philip L. Nauert for his support of actions related to the safety of citizens, as well as work on behalf of the citizens on the proposed project by the Texas Department of Transportation (TxDOT) involving the construction of elevated lanes along Loop 610.

Lynn McBee:

Ms. McBee thanked the departing members of City Council for their service to the citizens of Bellaire and expressed her appreciation for the honor, integrity, independence, and intelligence of those members during their tenure.

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

F. New Business:

Consideration of and possible action on a recommendation from the Bellaire Public Works Department to approve a Change Order (No. 1) with A Absolute Plumbing, Inc., to the contract for the 2015 Water Line Replacement Project in an amount of \$78,700.80; to authorize and approve a proposal for additional engineering services related to said Change Order (No. 1) from ARKK Engineers in an amount not to exceed \$5,500.00; and to adopt an ordinance of the City Council of the City of Bellaire, Texas, authorizing the City Manager to execute, for and on behalf of the City of Bellaire, Texas, said Change Order (No. 1) with A Absolute Plumbing, Inc., to the contract for the 2015 Water Line Replacement Project - Requested by Brant Gary, Director of Public Works.

James Andrews, P.E., City Engineer, ARKK Engineers LLC, provided an overview of the City's 2015 Water Line Replacement Project and noted that, upon completion, the project would be under budget. Due to failing water lines in the 5100 block of Grand Lake Street, a change order (no. 1) to the contract for the referenced project with A Absolute Plumbing, Inc., was recommended in the amount of \$78,700.80. Additional authorization and approval was requested for engineering services necessary for, and related to, the change order in an amount not to exceed \$5,500.00, said services to be provided by ARKK Engineers LLC.

Motion:

To approve a recommendation from the Bellaire Public Works Department and adopt an ordinance of the City Council of the City of Bellaire, Texas, authorizing the City Manager of the City of Bellaire, Texas, to execute, for and on behalf of the City, a change order (no. 1) to a contract for the 2015 Water Line Replacement Project with A Absolute Plumbing, Inc., in an amount of \$78,700.80; and authorizing and approving a proposal for engineering services related to said change order (no. 1) from ARKK Engineers LLC in an amount not to exceed \$5,500.00.

Following questions of City Engineer Andrews related to the change order, action was taken on the motion on the floor.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Pat B. McLaughlan, Councilman
SECONDER:	James P. Avioli Sr., Councilman
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas, McLaughlan, Fife

G. Items for Future Agendas; Community Interest Items from the Mayor and City Council.

No items for future agendas were requested this evening.

Community interest items from the Mayor and City Council included best wishes for a joyous holiday season and New Year and expressions of appreciation to outgoing members of City Council for their service and dedication to the citizens of Bellaire.

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)

H. Adjourn.**Motion:**

To adjourn the Regular Session of the City Council of the City of Bellaire, Texas, at 7:34 p.m. on Monday, December 21, 2015.

RESULT:	UNANIMOUS
MOVER:	Amanda B. Nathan, Mayor Pro Tem
SECONDER:	Michael Fife, Councilman
AYES:	Nauert, Nathan, Reed, Avioli Sr., Pappas, McLaughlan, Fife
NAYS:	None

Minutes Acceptance: Minutes of Dec 21, 2015 7:00 PM (Approval of Minutes:)



CITY OF BELLAIRE TEXAS

MAYOR AND COUNCIL

JANUARY 4, 2016

Civic Center and Council Chamber Council Installation

7:00 PM

7008 S. RICE AVENUE
BELLAIRE, TX 77401

REGULAR SESSION - 7:00 P.M.

The Regular Session consisted of two meetings--a City Council Installation and a Regular Meeting. The City Council Installation was held in the Civic Center, First Floor of City Hall, 7008 South Rice Avenue, Bellaire, Texas 77401, and the Regular Meeting was held in the Council Chamber, First Floor of City Hall, 7008 South Rice Avenue, Bellaire, Texas 77401.

I. City Council Installation (Civic Center)

A. Call to Order and Announcement of a Quorum - Dr. Philip L. Nauert, Mayor.

Members of City Council, January 2014 - January 2016: Dr. Philip L. Nauert, Mayor; Amanda B. Nathan, Mayor Pro Tem and Councilman-Position No. 6; Roman F. Reed, Councilman-Position No. 1; James P. Avioli, Sr., Councilman-Position No. 2; Gus E. Pappas, Councilman-Position No. 3; Pat B. McLaughlan, Councilman-Position No. 4; Andrew S. Friedberg, Councilman-Position No. 5 (January 2014 - November 2015); and Michael Fife, Councilman-Position No. 5 (November 2015 - January 2016).

Dr. Philip L. Nauert, Mayor, called the Regular Session of the City Council of the City of Bellaire, Texas, to order at 7:04 p.m. on Monday, January 4, 2016.

Mayor Nauert announced that a quorum of the members of City Council was present as set forth in the table below.

Attendee Name	Title	Status	
Philip L. Nauert	Mayor	Present	
Amanda B. Nathan	Mayor Pro Tem	Absent	
James P. Avioli Sr.	Council Member	Present	
Roman F. Reed	Council Member	Present	
Gus E. Pappas	Council Member	Present	
Pat B. McLaughlan	Council Member	Present	
Michael Fife	Council Member	Present	
Al A. Hofmann	City Manager	Present	
John P. Petrov	City Attorney	Present	
Lucy L. Dutton	City Clerk	Present	

B. Invocation - Rabbi Oren J. Hayon, Bellaire resident and Senior Rabbi, Congregation Emanu El.

Senior Rabbi Oren J. Hayon of Congregation Emanu El provided the invocation for the evening.

C. Presentation of Colors - Bellaire Police Department Honor Guard.

The **Bellaire Police Department Honor Guard** presented the colors during the City Council Installation.

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

D. Pledges to the Flags - Bellaire BSA Troop 222.

Members of the **Bellaire Boy Scouts of America ("BSA") Troop 222** led the City Council and audience in the U.S. Pledge of Allegiance and the Pledge to the Texas Flag.

E. Musical Welcome - Faith Lutheran Day School Children's Choir.

Members of the **Faith Lutheran Day School Children's Choir** provided a musical welcome in honor of the current and new City Council and audience.

F. Installation:

Presented to newly elected members of City Council: Andrew S. Friedberg, Mayor; Trisha S. Pollard, Councilman—Position No. 2; Pat B. McLaughlan, Councilman—Position No. 4; and David R. Montague, Councilman—Position No. 6.

1. Statement of Elected Officer - Municipal Court Associate Judge Jerel Twyman.

Associate Judge Jerel S. Twyman, Bellaire Municipal Court, presented the Statement of Elected Officer to newly elected members of City Council.

2. Oath of Office - Municipal Court Presiding Judge Lisa A. Wesely.

Presiding Judge Lisa A. Wesely, Bellaire Municipal Court, presented the Oath of Office to newly elected members of City Council.

G. Welcome Address and Introduction of City Council and Families - Andrew S. Friedberg, Mayor.

Members of City Council, January 2016 - January 2018: Andrew S. Friedberg, Mayor; Roman F. Reed, Councilman-Position No. 1; Trisha S. Pollard, Councilman-Position No. 2; Gus E. Pappas, Councilman-Position No. 3; Pat B. McLaughlan, Councilman-Position No. 4; Michael Fife, Councilman-Position No. 5; and David R. Montague, Councilman-Position No. 6.

Andrew S. Friedberg, Mayor, welcomed citizens, friends, and families to the City Council Installation and recognized and thanked former members of City Council for their service, as well as the officials and organizations that served or assisted with the Council Installation.

Mayor Friedberg described the beginning of a new Council term as an opportunity for a fresh start, and discussed his goal of improving citizen and stakeholder engagement. He announced that a Town Hall Meeting regarding municipal facilities would be held on February 1st and invited everyone to attend. He closed by recognizing members of his family who were present and thanked them for their support.

Newly elected members of City Council were congratulated and welcomed to City Council. Each member of City Council was given an opportunity to welcome family and friends who were present for the City Council Installation.

H. Adjourn to Reception Area for Refreshments - Reception sponsored by the Bellaire Business Association.

Andrew S. Friedberg, Mayor, recognized and thanked the Bellaire Business Association for their sponsorship of the reception to follow the installation ceremony. Mayor Friedberg announced that the City Council was adjourned to the Reception Area for refreshments and invited everyone to join in the celebration.

II. Regular Meeting (Council Chamber)

A. Call to Order and Announcement of a Quorum - Andrew S. Friedberg, Mayor.

Andrew S. Friedberg, Mayor, called the Regular Meeting of the City Council of the City of Bellaire, Texas, to order at 8:01 p.m. on Monday, January 4, 2016. The Regular Meeting was held in the Council Chamber, First Floor of City Hall, 7008 South Rice Avenue, Bellaire, Texas 77401.

Mayor Friedberg announced that a quorum of the members of City Council was present as set forth in the table below.

ATTENDEE NAME	TITLE	STATUS
Andrew S. Friedberg	Mayor	Present
Roman F. Reed	Council Member	Present
Trisha S. Pollard	Council Member	Present
Gus E. Pappas	Council Member	Present
Pat B. McLaughlan	Council Member	Present
Michael Fife	Council Member	Present
Trisha S. Pollard	Council Member	Present
Paul A. Hofmann	City Manager	Present
Alan P. Petrov	City Attorney	Present
Tracy L. Dutton	City Clerk	Present

B. Personal/Audience Comments.

Ken Gregg:

Mr. Gregg addressed City Council regarding smoking in bars and restaurants in Bellaire and urged City Council to consider banning smoking in those establishments.

Susan Downs:

Ms. Downs addressed City Council regarding a sport, pickleball, that she reported had grown in participation and popularity in recent years. She advised that she hoped to introduce the City's residents to pickleball on Thursdays at the Bellaire Parks and Recreation Center.

Lynn McBee:

Ms. McBee welcomed City Council and urged them to consider the following requests: written reports from the City Manager, quarterly reports from the City Attorney, and bi-annual reports from the City Clerk; motions by City Council in writing; a review of the City Charter; enforcement of the City's ordinances regarding the ban of smoking and dogs in parks; and a ban and enforcement of the pedestrian use of streets.

Written Comments:

Andrew S. Friedberg, Mayor, identified for the record and summarized written comments received by City Council for the evening's meeting.

The written comments included a letter from **Michael Lang** expressing thanks to City Council for the Holly Street Improvement Project, and a written statement from

Robert Riquelmy regarding leadership in the Bellaire Police Department, his appreciation for civil engineers and the need to address the City's water, in his opinion, and the appearance of Evelyn's Park.

Copies of all written comments were distributed to the members of City Council for their consideration.

C. Reports:

City Manager's Report:

City Manager's Report regarding communication, field and personnel updates, calendar reminders, and notes of appreciation - Submitted by Paul A. Hofmann, City Manager.

Paul A. Hofmann, City Manager, presented the City Manager's Report dated January 4, 2016, to members of City Council. The report included avenues of communication (i.e., City website, online quarterly newsletter--*The Boulevard*, and community meetings); field and personnel updates (new hires and retirements); calendar reminders of upcoming meetings, and notes of appreciation.

Andrew S. Friedberg, Mayor, opened the floor for questions from members of City Council regarding the City Manager's Report.

Following questions, Mayor Friedberg advised that one of the procedural changes that he intended to introduce was to discontinue the City Council's past practice of formal motions to accept reports into the record. Such a motion served no purpose after a report had been given and was discouraged under Robert's Rules of Order. Mayor Friedberg asked if there were any objection to suspending the rule this evening and moving on to City Council's next order of business. Hearing no objection, Mayor Friedberg continued to the Consent Agenda.

D. New Business:

1. Consent Agenda

a. *Minutes dated December 7, 2015:*

Consideration of and possible action on the approval of the minutes of the Regular Session of the City Council of the City of Bellaire, Texas, held on Monday, December 7, 2015 - Submitted by Tracy L. Dutton, City Clerk.

Mayor and Council - Regular Session - Dec 7, 2015 7:00 PM

- b. Consideration of and possible action on a request from the Bellaire Police Department for City Council approval of the purchase of three (3) patrol vehicles, one (1) unmarked vehicle, and one (1) utility truck as funded in the FY2016 budget - Submitted by Byron Holloway, Chief of Police.

Motion:

To adopt the Consent Agenda dated January 4, 2016.

RESULT:	APPROVED [7 TO 0]
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MOVER:	Roman F. Reed, Council Member
SECONDER:	Trisha S. Pollard, Council Member
AYES:	Friedberg, Reed, Pollard, Pappas, McLaughlan, Fife, Montague
NAYS:	None

2. Adoption of Ordinance(s)/Resolution(s):

- a. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, electing a Mayor Pro Tempore for the City of Bellaire, Texas, for a term commencing on January 4, 2016, and ending on January 8, 2018 - Submitted by Tracy L. Dutton, City Clerk.

Andrew S. Friedberg, Mayor, opened the floor for nominations for Mayor Pro Tempore and advised that nominations did not require a second.

Michael Fife, Council Member, nominated Gus E. Pappas, Council Member, for Mayor Pro Tempore.

Gus E. Pappas, Council Member, appreciated and was honored by the nomination, but respectfully declined. He then nominated Roman F. Reed, Council Member, for Mayor Pro Tempore.

Roman F. Reed, Council Member, accepted the nomination and indicated his willingness to serve.

Mayor Friedberg, after noting no further nominations, closed the floor for nominations. Council Member Roman F. Reed was elected Mayor Pro Tempore by acclamation. Mayor Friedberg entertained a motion on the ordinance as presented in City Council's packet electing Roman F. Reed for the office of Mayor Pro Tempore.

Motion:

To adopt by an ordinance of the City Council of the City of Bellaire, Texas, electing Roman F. Reed as Mayor Pro Tempore for the City of Bellaire, Texas, for a term commencing on January 4, 2016, and ending on January 8, 2018.

RESULT	ADOPTED [7 TO 0]
MOVER:	Trisha S. Pollard, Council Member
SECONDER:	Michael Fife, Council Member
AYES:	Friedberg, Reed, Pollard, Pappas, McLaughlan, Fife, Montague
NAYS:	None

- b. Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, appointing a citizen member to the Audit Finance Board of the City of Bellaire, Texas, for a one-year term commencing on February 1, 2016, and ending on January 31, 2017, or other action regarding the process for the selection of a citizen appointee - Submitted by Tracy L. Dutton, City Clerk.

Andrew S. Friedberg, Mayor, introduced the agenda item before City Council and noted that the item set forth three nonexclusive actions that the City Council might take: 1) reappointment of the current citizen appointee, Pat Lunn, CPA; 2) directing the City Clerk to solicit applications and set up interviews; or 3) taking nominations from the dais of citizens meeting the requirements of the position.

Mayor Friedberg asked if anyone wanted to offer a motion regarding the agenda item.

Motion:

To adopt an ordinance of the City Council of the City of Bellaire, Texas, reappointing Patricia D. Lunn, CPA, as the citizen appointee to the Audit Finance Board of the City of Bellaire, Texas, for a one-year term commencing on February 1, 2016, and ending on January 31, 2017.

After noting no discussion, Mayor Friedberg called for a vote on the motion on the floor.

RESULT:	ADOPTED [7 TO 0]
MOVER:	Roman F. Reed, Mayor Pro Tem
SECONDER:	Gus E. Pappas, Council Member
AYES:	Friedberg, Reed, Pollard, Pappas, McLaughlan, Fife, Montague
NAYS:	None

3. Item(s) for Individual Consideration:

a. Appointment of Special Committee to Review Rules of Procedure

Consideration of and possible action on the appointment of a special committee of three or fewer members of the City Council to review the Rules of Procedure for the City Council of the City of Bellaire, Texas, and present any proposed revisions thereto at the next Regular Meeting - Requested by Andrew S. Friedberg, Mayor.

Andrew S. Friedberg, Mayor, advised that he had requested the agenda item before City Council and offered a motion related to the item as follows:

Motion:

To appoint a special committee of three or fewer members of the City Council to review the Rules of Procedure for the City Council of the City of Bellaire, Texas, and present any proposed revisions thereto at the next Regular Meeting.

Following a second to the motion, Mayor Friedberg noted that he had already mentioned one of the rules that he had proposed to change concerning the acceptance of reports into the record. He noted further that there had been eight revisions over a period of 20 years to the City Council's Rules of Procedure ("Rules"); however, he was unable to find any evidence of a comprehensive review of the Rules.

Mayor Friedberg stated that he would like to serve on the special committee and hoped that one or two other members might like to join him in that effort. Trisha S. Pollard, Council Member, and David R. Montague, Council Member, volunteered to assist Mayor Friedberg in a review of the Rules.

By general consent, the motion on the floor was amended to include the names of the volunteers that wished to serve on the referenced special committee.

Motion [as amended by general consent]:

To appoint a special committee consisting of Mayor Andrew S. Friedberg, Council Member Trisha S. Pollard, and Council Member David R. Montague to review the Rules of Procedure for the City Council of the City of Bellaire, Texas, and present any proposed revisions thereto at the next Regular Meeting.

After noting no further discussion, Mayor Friedberg called for a vote on the motion.

RESULT:	APPROVED [7 TO 0]
MOVER:	Andrew S. Friedberg, Mayor
SECONDER:	Michael Fife, Council Member
AYES:	Friedberg, Reed, Pollard, Pappas, McLaughlan, Fife, Montague
NAYS:	None

4. Appointments:

- a. Mayoral Appointments to the Audit Finance Board: Andrew S. Friedberg, Mayor, will make formal appointments of three (3) members of the City Council of the City of Bellaire, Texas, to serve on the Audit Finance Board of the City of Bellaire, Texas, for a one-year term commencing on February 1, 2016, and ending on January 31, 2017 - Submitted by Tracy L. Dutton, City Clerk.

Andrew S. Friedberg, Mayor, formally appointed the following members of City Council to the Audit Finance Board for a one-year term commencing on February 1, 2016, and ending on January 31, 2017:

Mayor Andrew S. Friedberg;
Council Member Gus E. Pappas; and
Council Member David R. Montague.

- b. Mayoral Appointments of City Council Liaisons to Bellaire Boards and Commissions: Andrew S. Friedberg, Mayor, will make formal appointments of members of City Council to serve as Liaisons for a term of approximately one year to the following Boards and Commissions: Board of Adjustment, Building and Standards Commission, Cultural Arts Board, Environmental and Sustainability Board, L.I.F.E. Advisory Board, Parks and Recreation Advisory Board, and Planning and Zoning Commission - Submitted by Tracy L. Dutton, City Clerk.

Andrew S. Friedberg, Mayor, formally appointed members of City Council to serve as liaisons to Bellaire Boards and Commissions for a term of approximately one year. Mayor Friedberg noted that the citizen boards were comprised of volunteers appointed by the City Council, and that City Council showed their appreciation to the volunteers by providing good support to them as Council Liaisons.

Mayor Friedberg noted further that the City's Boards Handbook adopted by City Council in 2012 spelled out the expectations of Council Liaisons in detail. Further, he stated that while attendance at board meetings was one of the responsibilities of the Council Liaison, it was hard to meet expectations without regular attendance. He asked that Council Liaisons be included in the board and commission minutes as attendees in order to allow City Council to maintain a record and gauge their own performance in the role of Council Liaison.

The appointments made by Mayor Friedberg were stated for the record and have been set forth in the table below.

Board or Commission	Council Liaison
Board of Adjustment	Council Member Gus E. Pappas
Building and Standards Commission	Council Member David R. Montague
Cultural Arts Board	Council Member Michael Fife
Environmental and Sustainability Board	Mayor Pro Tem Roman F. Reed
BLIFE Advisory Board	Mayor Andrew S. Friedberg
Parks and Recreation Advisory Board	Council Member Pat B. McLaughlan
Planning and Zoning Commission	Council Member Trisha S. Pollard

In closing, Mayor Friedberg urged Council Liaisons to note their respective board or commission meetings on their calendars and to rereview the section of the Boards Handbook concerning the duties and responsibilities of Council Liaisons.

E. Items for Future Agendas; Community Interest Items from the Mayor and City Council:

Items for future agendas included a request from **Mayor Pro Tem Roman F. Reed** for a discussion item on the potential closure of streets along the feeder roads. Mayor Pro Tem Reed explained that he did not wish to consider the closure of major or minor thoroughfares, such as Bellaire Boulevard, Bissonnet Street, Jessamine Street, and Evergreen Street.

Community interest items from the Mayor and City Council included expressions of thanks to the City Manager, City Staff, and the City Clerk on the orientation of new Council Members and to the City Manager for a good job emceeding the employee Christmas Luncheon; expressions of congratulations were given to the newly elected City Council Members and Mayor Pro Tem; and reminders of upcoming events, such as the ribbon-cutting ceremony for the Holly Street Project on January 12th at 9:00 a.m., the Parks and Recreation Advisory Board Community Meeting on the Evergreen Park Master Plan on January 20th; and the second City Council Session, moved due to the Martin Luther King, Jr., holiday, on January 25th.

F. Adjourn.

Andrew S. Friedberg, Mayor, announced that the Regular Meeting of the City Council of the City of Bellaire, Texas, was adjourned at 9:06 p.m. on Monday, January 4, 2016.

Minutes Acceptance: Minutes of Jan 4, 2016 7:00 PM (Approval of Minutes:)

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 01/25/16 07:00 PM
Department: Parks, Recreation and
Facilities
Category: Action Item
Department Head: Shadae Martin
DOC ID: 1771

**SCHEDULED
ORDINANCE (ID # 1771)**

Item Title:

Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, temporarily suspending the application of Chapter 27, Streets, Sidewalks and Public Places, Article V, Public Parks, Section 27-95, Curfew Imposed, of the Code of Ordinances of the City of Bellaire, Texas, for the purpose of allowing the Optimist Club of Bellaire to hold their Annual Barbecue (BBQ) Fundraiser in the Feld Park parking lot located at 6406 Avenue B, Bellaire, Texas, from February 4, 2016, to February 7, 2016, said suspension to commence at 11:00 p.m. and terminate at 5:00 a.m. on the evenings and/or early mornings of Thursday, February 4, 2016, Friday, February 5, 2016, Saturday, February 6, 2016, and Sunday, February 7, 2016 - Submitted by Cheryl Bright, Assistant Director of Parks, Recreation and Facilities, on behalf of the Optimist Club of Bellaire.

Background/Summary:

The Optimist Club of Bellaire are hoping to host their Annual BBQ Fundraiser for the dates February 4 - February 7, 2016, in the parking lot of Feld Park.

In order for this event to take place, the Optimist Club of Bellaire is asking for permission to extend the curfew in Feld Park over the nights of February 4 - February 6. Currently the curfew is a 11:00 p.m. until 5:00 a.m.

The Optimist Club of Bellaire would greatly appreciate our consideration in suspending the curfew ordinance for this event to allow our volunteers to stay overnight as they monitor the cooking briskets and ribs.

Source of Funding:

N/A

Recommendation:

Karl Miller, Director of Parks, Recreation and Facilities recommends that City Council accept and approve the request from the Optimist Club of Bellaire.

ATTACHMENTS:

- Ordinance for Optimist Club of Bellaire BBQ 011216 (DOCX)
- Letter from Optimist club for curfew suspension 121815 (DOC)



ORDINANCE NO. 16-

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, TEMPORARILY SUSPENDING THE APPLICATION OF CHAPTER 27, STREETS, SIDEWALKS AND PUBLIC PLACES, ARTICLE V, PUBLIC PARKS, SECTION 27-95, CURFEW IMPOSED, SUBSECTION (A), OF THE CODE OF ORDINANCES OF THE CITY OF BELLAIRE, TEXAS, FOR THE PURPOSE OF ALLOWING THE OPTIMIST CLUB OF BELLAIRE TO HOST THEIR ANNUAL BBQ FUNDRAISER IN THE PARKING LOT OF FELD PARK, 6406 AVENUE B, BELLAIRE, TEXAS 77401, FROM THURSDAY, FEBRUARY 4, 2016, THROUGH SUNDAY, FEBRUARY 7, 2016.

WHEREAS, the Optimist Club of Bellaire ("Optimists") desire to hold their annual BBQ Fundraiser in the parking lot of Feld Park, 6406 Avenue B, Bellaire, Texas, 77401, from Thursday, February 4, 2016, through Sunday, February 7, 2016; and

WHEREAS, in order for the Optimists to monitor the cooking of briskets and ribs overnight during their annual BBQ Fundraiser, the Optimists have, by letter dated December 18, 2015, requested a temporary suspension of the application of Chapter 27, Streets, Sidewalks and Public Places, Article V, Public Parks, Section 27-95, Curfew Imposed, Subsection (a), of the Code of Ordinances of the City of Bellaire, Texas, to extend the curfew in Feld Park, 6406 Avenue B, Bellaire, Texas 77401, from 11:00 p.m. on Thursday, February 4, 2016, until 5:00 a.m. on Sunday, February 7, 2016, for said event; **NOW, THEREFORE,**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, THAT:

Section 1. The recitals set forth above are true and correct.

Section 2. Chapter 27, Streets, Sidewalks and Other Public Places, Article V, Public Parks, Section 27-95, Curfew Imposed, Subsection (a), of the Code of Ordinances of the City of Bellaire, Texas, is hereby temporarily suspended for the Optimists' annual BBQ Fundraiser to be held in the parking lot of Feld Park, 6406 Avenue B, Bellaire, Texas 77401, from 11:00 p.m. on Thursday, February 4, 2016, until 5:00 a.m. on Sunday, February 7, 2016.

Section 3. Said temporary suspension of Chapter 27, Streets, Sidewalks and Other Public Places, Article V, Public Parks, Section 27-95, Curfew Imposed, Subsection (a), of the Code of Ordinances of the City of Bellaire, Texas, shall terminate at 5:00 a.m. on Sunday, February 7, 2016, in Feld Park, 6406 Avenue B, Bellaire, Texas 77401, and said suspension shall not apply to any other person or activity.

Section 4. Said suspension of Chapter 27, Streets, Sidewalks and Other Public Places, Article V, Public Parks, Section 27-95, Curfew Imposed, Subsection (a), of the Code of Ordinances of the City of Bellaire, Texas, shall terminate at 5:00 a.m. on Sunday, February 7, 2016, in Feld Park, 6406 Avenue B, Bellaire, Texas 77401, at which time said section and chapter of the Code of Ordinances of the City of Bellaire, Texas, shall be fully reinstated as if never suspended.

PASSED, APPROVED, and ADOPTED this, the 25th day of January, 2016.

(SEAL)

ATTEST:

SIGNED:

Tracy L. Dutton, TRMC
City Clerk

Andrew S. Friedberg
Mayor

APPROVED AS TO FORM:

Alan P. Petrov
City Attorney

Attachment: Ordinance for Optimist Club of Bellaire BBQ 011216 (1771 : Curfew Suspension at Feld Park for Fundraiser)

December 18, 2015

Mayor Andrew Friedberg and City Council members
City of Bellaire
7008 Rice Ave.
Bellaire, TX 77401

Dear Mayor Friedberg and City Council members:

The Optimist Club of Bellaire is hoping to host their annual BBQ Fundraiser for the dates February 4 - February 7 in the parking lot of Feld Park. For years, our organization has averaged the sale of 500-600 briskets and ribs to many supporters of Optimist Club of Bellaire, with the support of the City of Bellaire. Many of our members, both past and present, have been very involved in the support of City of Bellaire programs such as board members, referees and coaches of adult softball, Little League baseball and soccer.

In order for this event to take place, we are asking Council for permission to extend the curfew in Feld Park over the nights of February 4, 5, and 6. We would greatly appreciate your consideration in suspending the curfew ordinance for this event to allow our volunteers to stay overnight as they monitor the cooking briskets and ribs.

Thank you so very much for your support and consideration in this matter for the interest of Optimist Club of Bellaire and the recipients of the Optimist Club scholarships.

Respectfully submitted,

Jason Flores
President
Optimist Club of Bellaire

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 01/25/16 07:00 PM
Department: City Manager's Office
Category: Amendment
Department Head: Diane K White
DOC ID: 1775

**SCHEDULED
ACTION ITEM (ID # 1775)**

Item Title:

Consideration of and possible action on the adoption of a resolution of the City Council of the City of Bellaire, Texas, amending the authorized representatives for the City of Bellaire, Texas, for purposes of transmitting funds for investment in the Texas Local Government Investment Pool (TexPool/TexPool Prime), withdrawing funds from TexPool/TexPool Prime, issuing letters of instruction, and taking all other actions deemed necessary or appropriate for the investment of local funds - Submitted By Diane K. White, Assistant City Manager.

Background/Summary:

The City of Bellaire is a participant in TexPool/TexPool Prime and investments in the pool are in compliance with the City's Investment Policy. The most recent Authorization Resolution 14-01 dated February 17, 2014, designates Paul A. Hofmann, City Manager, Linda Symank, CFO, and William Mize, Accounting Manager as authorized representatives.

Authorization. Authority to manage the investment program is derived from the Act, specifically; section 2256.005(f)--(h). Management responsibility for the investment program is hereby delegated to the chief financial officer including responsibility for all investment transactions and the related system of controls to regulate the activities of subordinate officials. The chief financial officer and the finance manager shall serve as the investment officers of the city and shall invest city funds in legally authorized and adequately secured investments in accordance with this policy and the Act. **In the event the position of chief financial officer becomes vacant, the city manager shall serve as an investment officer during such vacancy.** The city investment officers shall be bonded.

The approval of this resolution will remove Linda Symank due to her retirement as required by the Investment Policy as an Authorized Representative.

Source of Funding:

N/A

Recommendation:

Approval of Resolution Amending Authorized Representatives

ATTACHMENTS:

- Amending Representatives for TexPool - 2016 (DOC)



RESOLUTION NO. 16-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, AMENDING THE AUTHORIZED REPRESENTATIVES FOR THE CITY OF BELLAIRE, TEXAS, FOR PURPOSES OF TRANSMITTING FUNDS FOR INVESTMENT IN THE TEXAS LOCAL GOVERNMENT INVESTMENT POOL (TEXPOOL/TEXPOOL PRIME), WITHDRAWING FUNDS FROM TEXPOOL, ISSUING LETTERS OF INSTRUCTION, AND TAKING ALL OTHER ACTIONS DEEMED NECESSARY OR APPROPRIATE FOR THE INVESTMENT OF LOCAL FUNDS.

WHEREAS, the City of Bellaire, Texas ("Participant"), Location Number 78443, is a local government of the State of Texas and is empowered to delegate to a public funds investment pool the authority to invest funds and to act as custodian of investments purchased with local investment funds; and

WHEREAS, it is in the best interests of the Participant to invest local funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the *Public Funds Investment Act*; and

WHEREAS, the Texas Local Government Investment Pool (TexPool/TexPool Prime), a public funds investment pool, were created on behalf of entities whose investment objective in order of priority are preservation and safety of principal, liquidity, and yield consistent with the *Public Funds Investment Act*; **NOW, THEREFORE,**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY BELLAIRE, TEXAS:

A. THAT effective on January 25th, 2016 the individuals, whose signatures appear in this Resolution, are Authorized Representatives of the Participant and are each hereby authorized to transmit funds for investment in TexPool/TexPool *Prime* and are each further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investment of local funds.

B. THAT an Authorized Representative of the Participant may be deleted by a written instrument signed by all remaining Authorized Representatives provided that the deleted Authorized Representative (1) is assigned job duties that no longer require access to the Participant's TexPool/TexPool *Prime* account or (2) is no longer employed by the Participant.

C. THAT the Participant may by Amending Resolution signed by the Participant add an Authorized Representative provided the additional Authorized Representative is an officer, employee, or agent of the Participant.

D. THAT the list of Authorized Representatives of the Participant, each of which will be issued personal identification numbers to transact business with TexPool Participant Services, are as follows:

1. Name: Paul A. Hofmann
Title: City Manager

Signature: _____
Phone Number: (713) 662-8228

2. Name: William Mize
Title: Accounting Manager

Signature: _____
Phone Number: (713) 662-8261

E. THAT the Authorized Representative listed above that will have primary responsibility for performing transactions and receiving confirmations and monthly statements under the Participation Agreement is:

Name: William Mize
Email Address: wmize@bellairetx.gov
Fax Number: (713) 662-8264

F. THAT this Resolution and its authorization shall continue in full force and effect until amended or revoked by the Participant, and until TexPool Participant Services receives a copy of any such amendment or revocation.

PASSED, APPROVED, and ADOPTED by the Participant at its Regular Session held on January 25, 2016.

(SEAL)

ATTEST:

Tracy L. Dutton, TRMC
City Clerk

SIGNED:

Andrew S. Friedberg
Mayor

APPROVED AS TO FORM:

Alan P. Petrov
City Attorney

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 01/25/16 07:00 PM
Department: City Manager's Office
Category: Agreement
Department Head: Diane K White
DOC ID: 1776

**SCHEDULED
ACTION ITEM (ID # 1776)**

Item Title:

Consideration of and possible action on the adoption of a resolution of the City Council of the City of Bellaire, Texas, amending the authorized representatives for the City of Bellaire, Texas, for purposes of transmitting funds for investment in the TexSTAR Local Government Investment Pool (TexSTAR), withdrawing funds from TexSTAR, issuing letters of instruction, and taking all other actions deemed necessary or appropriate for the investment of local funds - Submitted by Diane K. White, Assistant City Manager.

Background/Summary:

The City of Bellaire is a participant in TexSTAR and investments in the pool are in compliance with the City's Investment Policy. The most recent Authorization Resolution 14-02 dated February 17, 2014 designates Paul A. Hofmann, City Manager, Linda Symank, CFO, and William Mize, Accounting Manager as authorized representatives.

Authorization. Authority to manage the investment program is derived from the Act, specifically; section 2256.005(f)--(h). Management responsibility for the investment program is hereby delegated to the chief financial officer including responsibility for all investment transactions and the related system of controls to regulate the activities of subordinate officials. The chief financial officer and the finance manager shall serve as the investment officers of the city and shall invest city funds in legally authorized and adequately secured investments in accordance with this policy and the Act. **In the event the position of chief financial officer becomes vacant, the city manager shall serve as an investment officer during such vacancy.** The city investment officers shall be bonded.

The approval of this resolution will remove Linda Symank due to her retirement as required by the Investment Policy as an Authorized Representative.

Source of Funding:

N/A

Recommendation:

Approval of Resolution Amending Authorized Representatives

ATTACHMENTS:

- Amending Representatives for TexSTAR - 2016 (DOC)



RESOLUTION NO. 16-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, AMENDING THE AUTHORIZED REPRESENTATIVES FOR THE CITY OF BELLAIRE, TEXAS, FOR PURPOSES OF TRANSMITTING FUNDS FOR INVESTMENT IN THE TEXASTAR LOCAL GOVERNMENT INVESTMENT POOL (TEXASTAR), WITHDRAWING FUNDS FROM TEXASTAR, ISSUING LETTERS OF INSTRUCTION, AND TAKING ALL OTHER ACTIONS DEEMED NECESSARY OR APPROPRIATE FOR THE INVESTMENT OF LOCAL FUNDS.

WHEREAS, the City of Bellaire, Texas ("Participant"), is a local government of the State of Texas and is empowered to delegate to a public funds investment pool the authority to invest funds and to act as custodian of investments purchased with local investment funds; and

WHEREAS, it is in the best interests of the Participant to invest local funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the *Public Funds Investment Act*; **NOW, THEREFORE,**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY BELLAIRE, TEXAS:

A. THAT effective January 25, 2016, the individuals, whose signatures appear in this Resolution, are Authorized Representatives of the Participant and are each hereby authorized to transmit funds for investment in TexaSTAR and are each further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investment of local funds.

B. THAT the Participant may by Amending Resolution signed by the Participant add or remove an Authorized Representative provided the additional Authorized Representative is an officer, employee, or agent of the Participant.

C. THAT the list of Authorized Representatives of the Participant, each of which will be issued personal identification numbers to transact business with TexaSTAR, are as follows:

1. Name: Paul A. Hofmann

Title: City Manager

Signature: _____

Phone Number: (713) 662-8228

2. Name: William Mize

Title: Accounting Manager

Signature: _____

Phone Number: (713) 662-8261

D. THAT the Authorized Representative listed above that will have primary responsibility for performing transactions and receiving confirmations and monthly statements is:

Name: William Mize

Email Address: wmize@bellairetx.gov

Fax Number: (713) 662-8264

E. THAT this Resolution and its authorization shall continue in full force and effect until amended or revoked by the Participant, and until TexaSTAR receives a copy of any such amendment or revocation.

PASSED, APPROVED, and ADOPTED by the Participant at its Regular Session held on January 25, 2016.

(SEAL)

ATTEST:

Tracy L. Dutton, TRMC
City Clerk

APPROVED AS TO FORM:

Alan P. Petrov
City Attorney

SIGNED:

Andrew S. Friedberg
Mayor

Attachment: Amending Representatives for TexSTAR - 2016 (1776 : Amend TexSTAR Authorized Representatives)

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 01/25/16 07:00 PM
Department: City Manager's Office
Category: Amendment
Department Head: Diane K White
DOC ID: 1777

**SCHEDULED
ACTION ITEM (ID # 1777)**

Item Title:

Consideration of and possible action on the adoption of a resolution of the City Council of the City of Bellaire, Texas, amending the authorized representatives for the City of Bellaire, Texas, for purposes of transmitting funds for investment in the TexasTERM Local Government Investment Pool (TexasTERM), withdrawing funds from TexasTERM, issuing letters of instruction, and taking all other actions deemed necessary or appropriate for the investment of local funds - Submitted by Diane K. White, Assistant City Manager.

Background/Summary:

The City of Bellaire is a participant in TexasTERM and investments in the pool are in compliance with the City's Investment Policy. The most recent Authorization Resolution 14-03 dated February 17, 2014, designates Paul A. Hofmann, City Manager, Linda Symank, CFO, and William Mize, Accounting Manager as authorized representatives.

Authorization. Authority to manage the investment program is derived from the Act, specifically; section 2256.005(f)--(h). Management responsibility for the investment program is hereby delegated to the chief financial officer including responsibility for all investment transactions and the related system of controls to regulate the activities of subordinate officials. The chief financial officer and the finance manager shall serve as the investment officers of the city and shall invest city funds in legally authorized and adequately secured investments in accordance with this policy and the Act. **In the event the position of chief financial officer becomes vacant, the city manager shall serve as an investment officer during such vacancy.** The city investment officers shall be bonded.

The approval of this resolution will remove Linda Symank due to her retirement as required by the Investment Policy as an Authorized Representative.

Source of Funding:

N/A

Recommendation:

Approval of Resolution Amending Authorized Representatives

ATTACHMENTS:

- TexTERM 2016 Resolution (DOC)



RESOLUTION NO. 16-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, AMENDING THE AUTHORIZED REPRESENTATIVES FOR THE CITY OF BELLAIRE, TEXAS, FOR PURPOSES OF TRANSMITTING FUNDS FOR INVESTMENT IN THE TEXASTERM LOCAL GOVERNMENT INVESTMENT POOL (TEXASTERM), WITHDRAWING FUNDS FROM TEXASTERM, ISSUING LETTERS OF INSTRUCTION, AND TAKING ALL OTHER ACTIONS DEEMED NECESSARY OR APPROPRIATE FOR THE INVESTMENT OF LOCAL FUNDS.

WHEREAS, the City of Bellaire, Texas ("Participant"), is a local government of the State of Texas and is empowered to delegate to a public funds investment pool the authority to invest funds and to act as custodian of investments purchased with local investment funds; and

WHEREAS, it is in the best interests of the Participant to invest local funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the *Public Funds Investment Act*; **NOW, THEREFORE,**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY BELLAIRE, TEXAS:

A. THAT effective January 25, 2016, the individuals, whose signatures appear in this Resolution, are Authorized Representatives of the Participant and are each hereby authorized to transmit funds for investment in TexasTERM and are each further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investment of local funds.

B. THAT the Participant may by Amending Resolution signed by the Participant add or remove an Authorized Representative provided the additional Authorized Representative is an officer, employee, or agent of the Participant.

C. THAT the list of Authorized Representatives of the Participant, each of which will be issued personal identification numbers to transact business with TexasTERM, are as follows:

1. Name: Paul A. Hofmann

Title: City Manager

Signature: _____

Phone Number: (713) 662-8228

2. Name: William Mize

Title: Accounting Manager

Signature: _____

Phone Number: (713) 662-8261

D. THAT the Authorized Representative listed above that will have primary responsibility for performing transactions and receiving confirmations and monthly statements is:

Name: William Mize

Email Address: wmize@bellairetx.gov

Fax Number: (713) 662-8264

E. THAT this Resolution and its authorization shall continue in full force and effect until amended or revoked by the Participant, and until TexasTERM receives a copy of any such amendment or revocation.

PASSED, APPROVED, and ADOPTED by the Participant at its Regular Session held on January 25, 2016.

(SEAL)

ATTEST:

Tracy L. Dutton, TRMC
City Clerk

SIGNED:

Andrew S. Friedberg
Mayor

APPROVED AS TO FORM:

Alan P. Petrov
City Attorney

Attachment: TexTERM 2016 Resolution (1777 : Amend TexasTERM Authorized Representatives)

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 01/25/16 07:00 PM
Department: Development Services
Category: Policy
Department Head: John McDonald
DOC ID: 1765

**SCHEDULED
ACTION ITEM (ID # 1765)**

Item Title:

Consideration of and possible action on a request to authorize the City Manager of the City of Bellaire, Texas, to waive the \$30.00 administrative fee charged for the issuance of Community Event Sign permits - Submitted by John McDonald, Director of Development Services.

Background/Summary:

On December 7, 2015, Council acted favorably on a request from Councilman Reed to direct the City Manager to waive the \$30.00 administrative fee for the issuance of Community Event Signs for Condit and Horn Elementary Schools.

Following up on that request, this item would direct the waiver of the administrative fee for such signs for all churches and schools in Bellaire.

Previous Council Action Summary:

At the December 7, 2015 meeting, Council approved a waiver of the administrative fee for Condi and Horn Elementary Schools.

Fiscal Impact:

Minimal decrease in administrative fees.

Recommendation:

The Director of Development Services recommends approval of the request to authorize the City Manager to waive the \$30.00 administrative fee for all Community Event Sign permits.

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 01/25/16 07:00 PM
Department: Public Works
Category: Change Order
Department Head: Brant Gary
DOC ID: 1798

**SCHEDULED
ORDINANCE (ID # 1798)**

Item Title:

Consideration of and possible action on a recommendation from the Bellaire Public Works Department for City Council approval, by ordinance, of an amendment to a Contract and Agreement for Engineering Services by and between HDR Engineering, Inc., and the City of Bellaire, Texas, for engineering services associated with the Rebuild Bellaire Phase Five Paving and Drainage Improvements Project and authorization for the Mayor of the City of Bellaire, Texas, to execute, for and on behalf of the City of Bellaire, Texas, a contract amendment proposal with HDR for additional engineering design and construction phase services - Submitted by Brant Gary, Director of Public Works.

Background/Summary:

On May 20, 2013, Council awarded the Rebuild Bellaire Phase 5 Engineering Services contract to HDR, Inc. in the amount of \$1,564,812.00. The original project scope was based on estimates for hourly construction observation services and related construction administration services.

As Phase 5A work has continued and the Phase 5B contract is being awarded, the estimates for Engineering Services are in need of revision from the original Phase 5 contract. Both HDR and City staff are in agreement that the original plan for all of Phase 5 to be completed within 14 months was not feasible. In line with the decision to pursue two projects and in order to maintain acceptable standards for monitoring construction activities, an increase in construction observation hours is necessary. There are also some design changes and additional project requirements for Phase 5B including preparation of documents for TDLR review and an additional community meeting. These items are requested to be funded via a change order to the original Phase 5 Engineering Services contract in an amount of \$125,000.00. The breakout of this request is included as an attachment. Terry Maher from HDR, Inc. will be in attendance to answer any questions regarding this proposed increase. The breakout of the \$125,000.00 is shown as follows:

- \$12,885 – Cost for Imperial St. design, additional public meetings, and additional TDLR fees (minus a \$13,605 credit for the removal of the design of 2nd Street)
- \$100,000 – Cost for additional Construction Observation at a reduced rate to maintain full-time Construction Observation (billed hourly)
- \$12,115 – Partial cost for additional Construction Administration at a reduced rate (lump sum)

Along with the increased construction oversight, additional construction administration tasks will be warranted above and beyond the scope of the original Phase 5 Engineering Services contract. At this time, that exact amount is unknown, but is estimated not to exceed \$113,000 (which includes the \$12,115 listed above). HDR has agreed to work with the City and will only request reimbursement for the additional construction administration if project savings are available after all work has been completed. This additional reimbursement would be an addition to the lump sum construction administration services in the original contract and would be tracked as an hourly not to exceed item. This additional reimbursement would not exceed \$100,885.00 and would be done along with the project closeout at the end of the construction contract. Consistent with the original contract terms

and conditions, services outside of the original scope will be billed at the agreed upon hourly rate.

Previous Council Action Summary:

N/A

Fiscal Impact:

Pay As You Go Infrastructure Funds: \$125,000.00

Recommendation:

The Director of Public Works recommends that the contract amendment for \$125,000 be approved and that the City Manager is authorized to execute the contract amendment for the additional engineering services with HDR, Inc.

ATTACHMENTS:

- Contract Amendment Proposal - Engineering Services - HDR - RB P5 (DOC)
- Contract Amendment RB5 (PDF)



ORDINANCE NO. 16-_____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, APPROVING AN AMENDMENT TO A CONTRACT AND AGREEMENT FOR ENGINEERING SERVICES BY AND BETWEEN HDR ENGINEERING, INC., AND THE CITY OF BELLAIRE, TEXAS, FOR ENGINEERING SERVICES ASSOCIATED WITH THE REBUILD BELLAIRE PHASE FIVE PAVING AND DRAINAGE IMPROVEMENTS PROJECT AND AUTHORIZING THE MAYOR OF THE CITY OF BELLAIRE, TEXAS, TO EXECUTE, FOR AND ON BEHALF OF THE CITY OF BELLAIRE, TEXAS, A CONTRACT AMENDMENT PROPOSAL WITH HDR FOR ADDITIONAL ENGINEERING DESIGN AND CONSTRUCTION PHASE SERVICES.

WHEREAS, the City Council of the City of Bellaire, Texas, heretofore previously entered into a Contract and Agreement for Engineering Services (the "Contract") with HDR Engineering, Inc. ("HDR"), on May 20, 2013, for engineering services associated with the Rebuild Bellaire Phase Five Paving and Drainage Improvements Project (the "Project") in an amount not to exceed \$1,564,812.00 (Ordinance No. 13-026); and

WHEREAS, the scope of the Project has increased since that time requiring additional engineering design and construction phase services; and

WHEREAS, HDR has proposed that the Contract should be increased in the amount of \$125,000.00 for said additional engineering services and has prepared a contract amendment proposal for such purpose, in a form as attached hereto and marked Exhibit "A"; and

WHEREAS, the City Council of the City of Bellaire, Texas, has determined that it is in the best interest of the City of Bellaire, Texas, to enter into said contract amendment proposal with HDR; **NOW, THEREFORE**,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, THAT:

1. The recitals set forth hereinabove are true and correct.
2. The City Council of the City of Bellaire, Texas, hereby approves the contract amendment proposal, in a form as attached hereto and marked Exhibit "A," submitted by HDR for an increase in the amount of \$125,000.00 to the Contract for engineering services associated with the Project.
3. The Mayor of the City of Bellaire, Texas, is hereby authorized to execute, for and on behalf of the City of Bellaire, Texas, said contract amendment proposal with HDR.
4. Upon execution of said contract amendment proposal, the total amount paid to HDR for engineering services associated with the Project will equal \$1,689,812.00.

PASSED, APPROVED, and ADOPTED this 25th day of January, 2016.

(SEAL)

ATTEST:

Tracy L. Dutton, TRMC
City Clerk

SIGNED:

Andrew S. Friedberg
Mayor

APPROVED AS TO FORM:

Alan P. Petrov
City Attorney

Attachment: Contract Amendment Proposal - Engineering Services - HDR - RB P5 (1798 : Change Order - HDR - RB P5)



January 20, 2016

Mr. Brant Gary
Director of Public Works
City of Bellaire
7009 S. Rice Avenue
Bellaire, Texas 77401

Re: Contract Amendment to HDR Contract with the City of Bellaire for Rebuild Bellaire Phase Five, dated May 20, 2013; Paving and Drainage Improvements; City of Bellaire, Texas

Dear Mr. Gary:

As requested, HDR is pleased to submit this contract amendment for the above referenced contract and the associated fee associated with the amendment. This amendment addresses fees associated with the Construction Phase of the project. This amendment is desired by the City so as to compensate HDR for additional work associated with scope increases on Phase 5.

The Phase 5 project was originally intended to be one construction contract to be constructed over a 14 month period. Fees in the above referenced project for Construction Observation and Construction Administration were generated based on a single design/bid construction contract and construction occurring over a 14 month period.

It was decided by the City to separate the single contract into two contracts, with one contract designated 5A to begin in March of 2015 and to be 17 months in duration. The second contract, designated as 5B is to begin in March of 2016 and to be 15 months in duration. Therefore, the total length of the Phase 5 project (which includes 5A and 5B) is to be 27 months with a 6 month overlap of construction schedules. Therefore, the overall length of time that construction observation services and construction administration services are to be performed has been increased from 14 months to 27 months. Also since there are now two contracts instead of one contract, the construction administrative services scope has increased.

This contract amendment addresses:

The costs associated with splitting the construction packages from one package to two, which includes an additional bidding process and an additional Neighborhood Meeting.

The costs associated with additional Construction Administration services due to the additional construction contract. The tasks which need to be performed are the same as listed in the above referenced agreement which need to be performed on each construction contract (5A and 5B). We have adjusted hours on tasks where a duplication between 5A and 5B may occur.

The costs associated with Construction Observation increasing the overall construction period from 14 months to 27 months. It is estimated that a single site representative will be on site an average of 40 hours per week including when both 5A and 5B are under construction simultaneously.

The costs associated with the design of proposed 1,300 L.F. of 8 inch waterline and 42 service connections to the paving and drainage Plans for Imperial Street as requested by the City.

The costs associated with Texas Department and Licensing and Regulation Filing Fees (estimated TDLR Fees plus 10%) for required licensing for Americans with Disability Act review requirements.

HDR is including a credit for work which was anticipated in the original agreement but was eliminated. This is design work on Second Street, which was eliminated after the preliminary engineering was performed. It was determined that there was not sufficient capacity on Bellaire Blvd. and Bissonnet Street to accommodate the needs of the drainage system for Second St. An alternate design was discussed with City staff after the Preliminary Engineering was performed and it was determined to delete further design on Second Street until future provisions could be made to address the drainage concerns.

From Conversations with City staff, it is HDR's understanding that there are limiting budgetary concerns for additional work. As Bellaire is a long standing client of HDR's and whereas the City and HDR have developed an excellent relationship and whereas HDR desires to assist the City of Bellaire in its budget concerns, HDR is offering to help the City by offering reduced rates on the Construction Observation and Construction Administration portions of this contract modification. These adjustments are applicable to this Phase 5 project only and are not intended for future work on other projects.

In order to aid the City in its budgetary concerns regarding this project, HDR will adjust its charges for Construction Observation and Administration fees with rates reduced from our normal billing rates. Construction Observation will be billed hourly. Construction Administration tasks will be documented hourly, with the first \$12,115 of effort billed as a lump sum, per this contract

modification. Construction Administration tasks that are performed beyond the initial \$12,115 level of effort will be tracked and documented monthly on an hourly basis for future payment per this contract modification. This will be effective for hours charged after the execution of this contract modification. It should be understood that the hours estimated for these tasks are approximate and additional hours and fee may be required as the project progresses depending on need. We will coordinate carefully with City staff on the use of the designated time and fee. From our discussions with City staff they have asked us to economize in this manner.

It is anticipated that additional fees for the scope of work under Construction Administration will exceed the fees negotiated in this amendment. In recognition of this budgetary constraint, HDR will work in advance of dedicated funding for the additional Construction Administration requirements, as requested by the City. The City will pay for these additional services with any remaining project funds on hand (either Construction or Engineering Services) at Phase 5 Construction Project closeout. This will not apply to any additional pass through costs which may be necessary due to future project needs, such as additional materials testing, surveying, urban forester or any other special consultant needs or unique additional services requests which the City may desire that is beyond the standard Construction Administration duties. HDR reserves the right to request additional fees for additional services for non Construction Administration duties that may occur in the future.

The additional fees requested as part of this contract amendment are as follows:

Imperial Street Waterline Design (Lump Sum) \$2,280.00

Splitting project in two, including Bidding process and Neighborhood Meeting (Lump Sum) \$23,110

Construction Administration – Partial cost for additional Construction Administration at a reduced rate (lump sum) \$12,115. Costs beyond this amount will be tracked, reported on a monthly basis, and paid at project completion based on actual work performed from any project funds (construction or engineering services) remaining after Phase 5 project closeout, not to exceed \$113,000 (which includes the \$12,115 listed above).

Construction Observation \$100,000

Less credit for Second Street Design (\$13,605)

Texas Department of Licensing and Regulation Filing Fees \$1,100

Total Additional Fees \$125,000

HDR appreciates the opportunity to submit this contract modification and to continue working with the City of Bellaire.

Sincerely,

HDR Engineering



David C. Weston

Vice President

City of Bellaire, Texas

Signature

Name

Title

Attachment: Contract Amendment RB5 (1798 : Change Order - HDR - RB P5)

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 01/25/16 07:00 PM
Department: Public Works
Category: Ordinance
Department Head: Brant Gary
DOC ID: 1646

**SCHEDULED
ORDINANCE (ID # 1646)**

Item Title:

Consideration of and possible action on a recommendation from the Bellaire Public Works Department to award Bid No. 16-002, Rebuild Bellaire Phase Five-B Reconstruction Project, to Reytec Construction Resources, Inc., in an amount not to exceed \$8,393,297.00 and to adopt an ordinance of the City Council of the City of Bellaire, Texas, authorizing the Mayor* and the City Clerk of the City of Bellaire, Texas, to execute and attest, respectively, for and on behalf of the City of Bellaire, Texas, a Standard Form of Agreement with Reytec Construction Resources, Inc., for said project in an amount not to exceed \$8,393,297.00 - Submitted by Brant Gary, Director of Public Works.

Background/Summary:

Four (4) bids were opened on December 17, 2015. Base bids ranged from \$8,393,297.00 to \$11,932,615.00.

Reytec Construction Resources, Inc. submitted the lowest responsible bid.

This project involves the removal of the existing street and installation of a new storm sewer systems, new streets, new driveway approaches and new sidewalks.

The project duration is 455 days (15 months) and upon approval of the contract by Council, construction would be scheduled to begin March 2016.

The following streets are in the project:

- Alder Street (Evergreen to Maple)
- 6900 & 7000 Blocks of Ferris
- 4400 Block of Glenmont
- 1000 - 1200 Blocks of Howard
- 4400 Block of Nancy
- 5300 Block of Valerie

A community meeting was held on Thursday, January 22, 2016 at 6:00 pm at the Civic Center to discuss the project scope, its potential impacts and what it is intended accomplish.

Source of Funding:

Series 2015 Rebuild Bellaire Bonds: \$7,909,694.00

Pay As You Go Infrastructure Funds: \$483,603.00

Recommendation:

Brant Gary, Director of Public Works and the City Engineer recommend that this bid be awarded to the lowest qualified bidder, Reytec Construction Resources, Inc. in an amount not to exceed \$8,393,297.00. HDR, Inc. has thoroughly researched the qualifications and reputation of said firm and has found them to be fully qualified and capable of completing

the project within the bid cost.

Note: Upon award of the bid, a contract document will be prepared by the Engineer and will consist of the bid specifications, Standard Form of Agreement, insurance certificate, and applicable bonds.

ATTACHMENTS:

- Rebuild Bellaire Phase 5B Letter of Recommendation (PDF)
- Ordinance - RB Ph5B Construction (DOC)

LETTER OF RECOMMENDATION
FOR
REBUILD BELLAIRE PHASE FIVE-B
RECONSTRUCTION



CITY OF BELLAIRE

JANUARY 2016

HDR Project No. 13-041



TBPE Registration No. F-754
4635 Southwest Freeway, Suite 1000
Houston, TX 77027
713-622-9264



January 8, 2016

Mr. Brant Gary
 Director of Public Works
 City of Bellaire
 7008 S. Rice Ave.
 Bellaire, Texas 77401

RE: Rebuild Bellaire Phase Five-B Reconstruction
 City of Bellaire, Texas
 HDR Job No. 13-041

Dear Mr. Gary:

On December 17, 2015, the four firms listed below submitted bids on the above referenced project. Each bid was checked for mathematical errors and/or bid irregularities. There were no mathematical errors found in the bid tab. HDR Engineering, Inc. (HDR) conducted research on the qualifications of the lowest responsive bidder, Reytec Construction Resources, Inc. (Reytec). The following is a summary of our bid evaluation:

1. Bid Tabulation Sheet – Four construction firms submitted qualified bids. The bid totals for the project are as follows:

<u>CONTRACTOR</u>	<u>TOTAL BID</u>
Reytec Construction Resources, Inc.	\$8,393,297.00
Conrad Construction Company, LTD	\$8,992,230.00
Total Contracting Limited	\$9,257,600.00
Resicom, Inc.	\$11,932,615.00

A copy of the Bid Tabulation is in Section 1 of this report.

2. Telephone Conversations with References – Various references were contacted by telephone and asked to respond to a series of questions. Generally, they were very satisfied with the work Reytec had performed and would use them again in the future. Please see Section 2 of this report.
3. Qualifications – Reytec provided a Qualification Information Package including a brief history of the company, references, completed and working projects and equipment owned. Reytec has performed work in the City before and satisfactorily completed the Bellaire Millennium Renewal Phase Six Contract One Project in 2007. Please see Section 3 of this report.

hdrinc.com

4635 Southwest Freeway, Suite 1000
 Houston, Texas 77027
 T 713-622-9264 F 713-622-9265
 Texas Registered Engineering Firm F-754

4. Financial Statement – Reytec provided a Financial Statement with the bid. Please see Section 4 of this report.
5. Bid Bond – Reytec provided a bid bond through an “A++” (Superior) rated bonding company as of May 28, 2015. The rating was provided by AM Best Rating Company. Please see Section 5 of this report.

Reytec appears to be a responsible firm that is capable of performing the specified work in a satisfactory manner. Also, Reytec has performed work satisfactorily in the past for the City of Bellaire. For these reasons, we recommend that the City of Bellaire award the Rebuild Bellaire Phase Five-B Reconstruction Project to Reytec Construction Resources, Inc. for the Total Bid amount of \$8,393,297.00.

If you have any questions, please contact us.

Sincerely,

HDR Engineering, Inc.



Edwin R. Rydell, P.E.
Senior Project Manager



Terry Maher, CFM
Project Manager



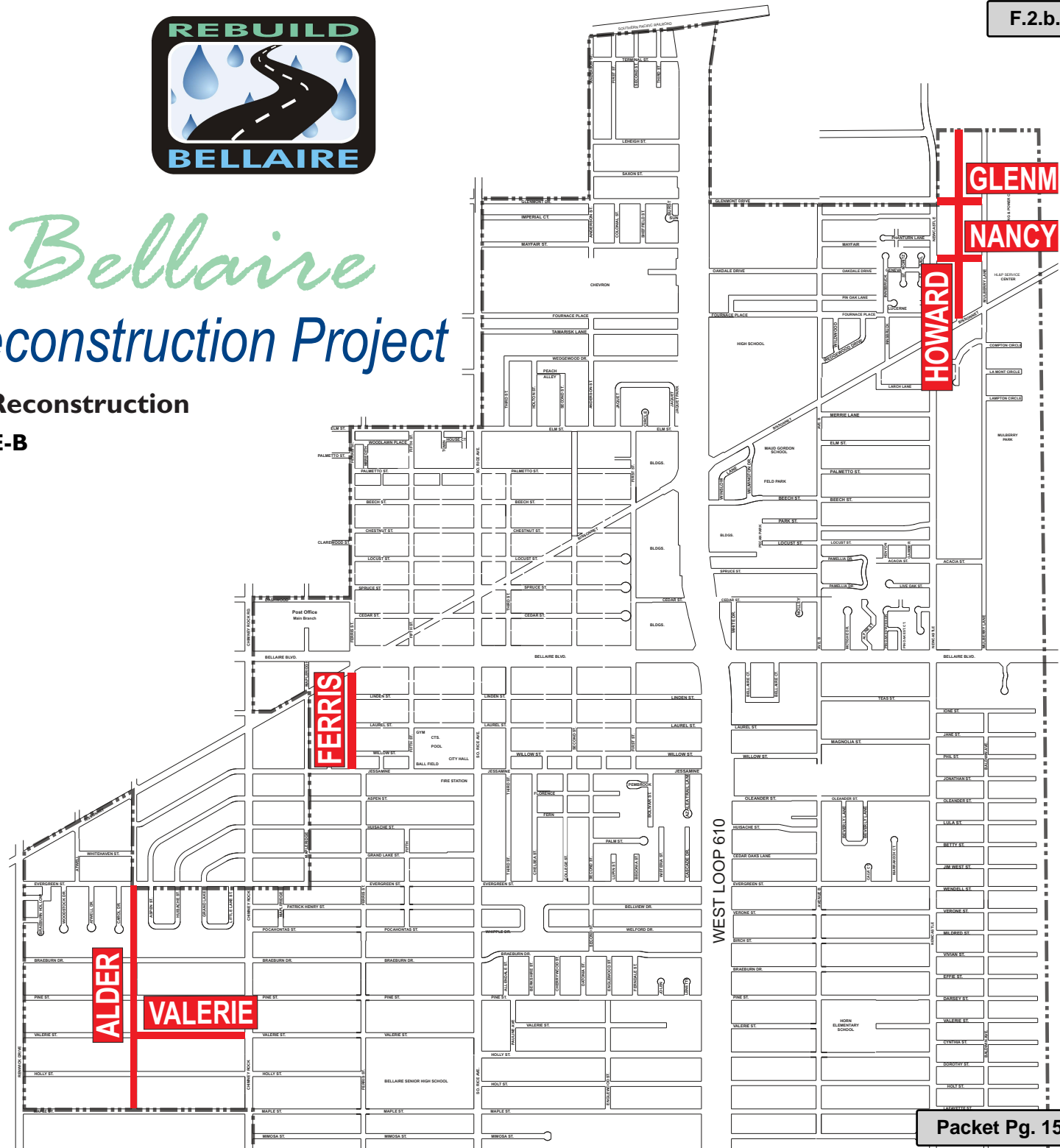
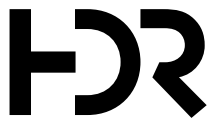
Rebuild Bellaire

Phase Five-B Reconstruction Project

Proposed Street Reconstruction

REBUILD BELLAIRE PHASE FIVE-B

6900 & 7000 Ferris
7800 & 8200 Alder
5300 Valerie
1000 – 1200 Howard
4400 Glenmont
4400 Nancy



Section 1

BID TABULATION

Project Name: Rebuild Bellaire Phase 5B Reconstruction
Job No: 13-041
Consultant: HDR ENGINEERING, INC.

Bid Opening Date: 12/17/2015

BID ITEM NO		DESCRIPTION	UNIT	QUANTIY	AVG	Engineer's Estimate		REYTEC CONSTRUCCION RESOURCES, INC.		CONRAD CONSTRUCTION CO., LTD.		TOTAL CONTRACTING LIMITED		RESICOM, INC.	
						Bid Total =	\$8,635,125.00	Bid Total =	\$8,393,297.00	Bid Total =	\$8,992,230.00	Bid Total =	\$9,257,600.00	Bid Total =	\$11,932,615.00
						UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
SECTION 1 - PAVING ITEMS															
1		7" Reinforced Concrete Pavement, complete in place, the sum of	SY	25,800.00	67.13	\$55.00	\$1,419,000.00	\$67.00	\$1,728,600.00	\$65.50	\$1,689,900.00	\$55.00	\$1,419,000.00	\$81.00	\$2,089,800.00
2		12" Lime Stabilized Subgrade, including excavation or fill to grade, mixing and compaction, complete in place, the sum of	SY	29,600.00	10.88	\$7.00	\$207,200.00	\$11.00	\$325,600.00	\$7.50	\$222,000.00	\$10.00	\$296,000.00	\$15.00	\$444,000.00
3		Lime Slurry, hydrated lime or quicklime (8% by weight), complete in place, the sum of	TON	1,400.00	176.25	\$175.00	\$245,000.00	\$155.00	\$217,000.00	\$185.00	\$259,000.00	\$175.00	\$245,000.00	\$190.00	\$266,000.00
4		6" doweled on curb, complete in place, the sum of	LF	12,650.00	6.13	\$5.00	\$63,250.00	\$4.00	\$50,600.00	\$4.50	\$56,925.00	\$10.00	\$126,500.00	\$6.00	\$75,900.00
5		Pavement Transition, including 7" reinforced concrete pavement, 6" curb , asphalt overlay as required, dowels to tie into existing pavement, complete in place, the sum of	SY	425.00	107.25	\$65.00	\$27,625.00	\$128.00	\$54,400.00	\$120.00	\$51,000.00	\$100.00	\$42,500.00	\$81.00	\$34,425.00
6		13" Fast Track Concrete Pavement, including 6" curb, dowels to tie into existing pavement, complete in place, the sum of	SY	200.00	163.75	\$150.00	\$30,000.00	\$180.00	\$36,000.00	\$175.00	\$35,000.00	\$150.00	\$30,000.00	\$150.00	\$30,000.00
7		Removal of existing pavement, including all base, asphalt surface, concrete paving, curb and gutters and paving headers, complete in place, the sum of	SY	23,600.00	7.19	\$4.00	\$94,400.00	\$6.25	\$147,500.00	\$6.50	\$153,400.00	\$7.00	\$165,200.00	\$9.00	\$212,400.00
8		Remove and replace concrete driveway, including sawcutting, curb transition, reinforcement and 6" stabilized subgrade, match existing driveway material and color, complete in place, the sum of	SY	4,200.00	96.75	\$70.00	\$294,000.00	\$80.00	\$336,000.00	\$70.00	\$294,000.00	\$75.00	\$315,000.00	\$162.00	\$680,400.00
9		Additional allowance to match existing decorative driveway and/or sidewalk material, color, texture, pattern, complete in place, the sum of	SY	500.00	67.75	\$50.00	\$25,000.00	\$45.00	\$22,500.00	\$70.00	\$35,000.00	\$75.00	\$37,500.00	\$81.00	\$40,500.00
10		Remove and replace existing concrete sidewalk, including sawcutting, reinforcement and 6" subgrade, match existing material, complete in place, the sum of	SF	7,200.00	8.75	\$8.00	\$57,600.00	\$8.00	\$57,600.00	\$7.00	\$50,400.00	\$8.00	\$57,600.00	\$12.00	\$86,400.00
11		New concrete sidewalk, including, reinforcement and 6" subgrade, complete in place, the sum of	SF	23,900.00	8.44	\$7.00	\$167,300.00	\$7.00	\$167,300.00	\$6.75	\$161,325.00	\$8.00	\$191,200.00	\$12.00	\$286,800.00
12		Wheelchair ramp, including warning pavers, sawcutting, removal of existing pavement, reinforcing, and subgrade, complete in place, the sum of	EA	40.00	1,525.00	\$1,500.00	\$60,000.00	\$1,500.00	\$60,000.00	\$1,500.00	\$60,000.00	\$1,500.00	\$60,000.00	\$1,600.00	\$64,000.00
13		Concrete pavement header, complete in place, the sum of	LF	750.00	17.00	\$50.00	\$37,500.00	\$14.00	\$10,500.00	\$14.00	\$10,500.00	\$15.00	\$11,250.00	\$25.00	\$18,750.00
14		Removal of existing signs and replacement with new posts and new signs, complete in place, the sum of	EA	55.00	675.00	\$750.00	\$41,250.00	\$450.00	\$24,750.00	\$400.00	\$22,000.00	\$750.00	\$41,250.00	\$1,100.00	\$60,500.00
15		12" white thermoplastic striping, including surface preparation, complete in place, the sum of	LF	1,000.00	8.00	\$15.00	\$15,000.00	\$6.00	\$6,000.00	\$5.00	\$5,000.00	\$15.00	\$15,000.00	\$6.00	\$6,000.00
16		24" white thermoplastic striping, including surface preparation, complete in place, the sum of	LF	260.00	13.13	\$20.00	\$5,200.00	\$11.00	\$2,860.00	\$12.50	\$3,250.00	\$20.00	\$5,200.00	\$9.00	\$2,340.00
17		Final ROW grading and restoration including sod and select fill, adjusting meters, valve boxes, inlets, irrigation system, or any other item in the ROW, complete in place, the sum of	STA	85.00	3,625.00	\$2,500.00	\$212,500.00	\$2,800.00	\$238,000.00	\$2,700.00	\$229,500.00	\$2,500.00	\$212,500.00	\$6,500.00	\$552,500.00
18		Traffic control, including signs, flaggers, barricades, barrels, fencing, temporary striping, removal of existing striping, traffic control devices and any other items required by TxMUTCD, and maintenance of all items, complete in place, the sum of	LS	1.00	662,500.00	\$300,000.00	\$300,000.00	\$300,000.00	\$300,000.00	\$1,250,000.00	\$1,250,000.00	\$500,000.00	\$500,000.00	\$600,000.00	\$600,000.00
19		Temporary HMAC for traffic control consisting of 2" HMAC, 6" Asphalt stabilized black base, aggregate for shoulder, temporary embankment, removal of existing curbs, and all additional work to place, maintain and remove the material, complete in place, the sum of	SY	1,500.00	63.75	\$90.00	\$135,000.00	\$45.00	\$67,500.00	\$70.00	\$105,000.00	\$65.00	\$97,500.00	\$75.00	\$112,500.00
20		Install low profile concrete barriers	LF	500.00	42.50	\$50.00	\$25,000.00	\$40.00	\$20,000.00	\$20.00	\$10,000.00	\$75.00	\$37,500.00	\$35.00	\$17,500.00
21		Relocate low profile concrete barriers	LF	1,500.00	12.75	\$10.00	\$15,000.00	\$5.00	\$7,500.00	\$10.00	\$15,000.00	\$10.00	\$15,000.00	\$26.00	\$39,000.00
22		Remove low profile concrete barriers	LF	500.00	13.75	\$10.00	\$5,000.00	\$10.00	\$5,000.00	\$15.00	\$7,500.00	\$10.00	\$5,000.00	\$20.00	\$10,000.00
23		Remove and Replace Concrete Pavement for storm sewer construction in areas where the roadway is not being replaced including Chimney Rock and Newcastle; full depth sawcut, doweling to existing pavement, 10" reinforced concrete pavement with subgrade, complete in place, the sum of	SY	200.00	142.50	\$100.00	\$20,000.00	\$170.00	\$34,000.00	\$150.00	\$30,000.00	\$100.00	\$20,000.00	\$150.00	\$30,000.00
24		Extra uniformed police officer at special event or as requested and approved by the City, complete in place, the sum of	HR	100.00	60.00	\$75.00	\$7,500.00	\$50.00	\$5,000.00	\$40.00	\$4,000.00	\$75.00	\$7,500.00	\$75.00	\$7,500.00
25		Zero cutback at designated locations per Urban Forester, including extra steel and concrete, forming and vapor barrier if required, complete in place, the sum of	LF	700.00	31.75	\$25.00	\$17,500.00	\$17.00	\$11,900.00	\$20.00	\$14,000.00	\$15.00	\$10,500.00	\$75.00	\$52,500.00

Attachment: Rebuild Bellaire Phase 5B Letter of Recommendation (1646 : Rebuild Bellaire Phase 5B Construction Bid Award)

BID TABULATION

Project Name: Rebuild Bellaire Phase 5B Reconstruction
Job No: 13-041
Consultant: HDR ENGINEERING, INC.

Bid Opening Date: 12/17/2015

						Engineer's Estimate		REYTEC CONSTRUCCION RESOURCES, INC.		CONRAD CONSTRUCTION CO., LTD.		TOTAL CONTRACTING LIMITED		RESICOM, INC.	
						Bid Total =	\$8,635,125.00	Bid Total =	\$8,393,297.00	Bid Total =	\$8,992,230.00	Bid Total =	\$9,257,600.00	Bid Total =	\$11,932,615.00
BID ITEM NO		DESCRIPTION	UNIT	QUANTIY	AVG	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
26		Root pruning and placement of a vapor barrier at locations designated by Urban Forester, complete in place, the sum of	LF	1,700.00	14.50	\$15.00	\$25,500.00	\$18.00	\$30,600.00	\$15.00	\$25,500.00	\$15.00	\$25,500.00	\$10.00	\$17,000.00
27		Removal of existing tree, less than or equal to 12" diameter, as shown in the tree protection schedule, and as approved by the City and Urban Forester, complete in place, the sum of	EA	18.00	737.50	\$500.00	\$9,000.00	\$600.00	\$10,800.00	\$350.00	\$6,300.00	\$800.00	\$14,400.00	\$1,200.00	\$21,600.00
28		Removal of existing tree, greater than 12" diameter and less than or equal to 24" diameter, as shown in the tree protection schedule, and as approved by the City and Urban Forester, complete in place, the sum of	EA	20.00	1,062.50	\$500.00	\$10,000.00	\$1,100.00	\$22,000.00	\$650.00	\$13,000.00	\$1,000.00	\$20,000.00	\$1,500.00	\$30,000.00
29		Removal of existing tree, greater than 24" diameter, as shown in the tree protection schedule, and as approved by the City and Urban Forester, complete in place, the sum of	EA	10.00	1,662.50	\$1,000.00	\$10,000.00	\$1,800.00	\$18,000.00	\$1,100.00	\$11,000.00	\$1,250.00	\$12,500.00	\$2,500.00	\$25,000.00
30		Tree protection fencing, complete in place, the sum of	LF	3,200.00	6.00	\$5.00	\$16,000.00	\$5.00	\$16,000.00	\$5.00	\$16,000.00	\$10.00	\$32,000.00	\$4.00	\$12,800.00
31		Polyethylene barrier (8 mil thickness) placed under sidewalk or driveway for protection of tree roots, complete in place, the sum of	SY	700.00	7.44	\$5.00	\$3,500.00	\$6.00	\$4,200.00	\$7.50	\$5,250.00	\$15.00	\$10,500.00	\$1.25	\$875.00
32		Tree and Plant Protection and Maintenance, including preparation of plan, provision of materials, trimming, seeding, fertilizing, watering, and all related items, complete in place, the sum of	LS	1.00	83,125.00	\$100,000.00	\$100,000.00	\$40,000.00	\$40,000.00	\$42,500.00	\$42,500.00	\$200,000.00	\$200,000.00	\$50,000.00	\$50,000.00
33		Inlet protection barrier, filter fabric fence, including repair, replacement and removal of sediment, complete in place, the sum of	LF	1,000.00	5.50	\$5.00	\$5,000.00	\$2.00	\$2,000.00	\$5.00	\$5,000.00	\$5.00	\$5,000.00	\$10.00	\$10,000.00
34		Inlet protection barrier for Stage II inlets and existing inlets, gravel bags, including repair, replacement and removal of sediment, complete in place, the sum of	EA	55.00	92.50	\$100.00	\$5,500.00	\$70.00	\$3,850.00	\$125.00	\$6,875.00	\$100.00	\$5,500.00	\$75.00	\$4,125.00
35		Inlet protection barrier for Stage II inlets and existing inlets, erosion control logs, including repair, replacement and removal of sediment, complete in place, the sum of	EA	90.00	95.00	\$100.00	\$9,000.00	\$80.00	\$7,200.00	\$125.00	\$11,250.00	\$100.00	\$9,000.00	\$75.00	\$6,750.00
36		Abandon sanitary or storm sewer manhole, complete in place, the sum of	EA	4.00	2,075.00	\$1,500.00	\$6,000.00	\$1,800.00	\$7,200.00	\$1,500.00	\$6,000.00	\$1,500.00	\$6,000.00	\$3,500.00	\$14,000.00
37		Adjust sanitary or storm sewer manhole to grade, using new manhole rings and covers, and if required, new manhole top/cone sections, inlcuding removal of precast or cast in place cone and wall, complete in place, the sum of	EA	26.00	1,700.00	\$750.00	\$19,500.00	\$1,800.00	\$46,800.00	\$750.00	\$19,500.00	\$750.00	\$19,500.00	\$3,500.00	\$91,000.00
SUBTOTAL SECTION 1 - PAVING ITEMS (Bid Items 1 - 37):							\$3,745,825.00		\$4,144,760.00		\$4,941,875.00		\$4,323,600.00		\$6,102,865.00
SECTION 2 - DRAINAGE															
38		Removal of existing pipe culverts and sewers, 24" or smaller, including removal of inlets, manholes and plugs, and backfilling of trench per detail, complete in place, the sum of	LF	4,500.00	31.25	\$15.00	\$67,500.00	\$25.00	\$112,500.00	\$15.00	\$67,500.00	\$10.00	\$45,000.00	\$75.00	\$337,500.00
39		Removal of existing pipe culverts and sewers, larger than 24", including removal of inlets, manholes and plugs, and backfilling of trench per detail, complete in place, the sum of	LF	1,900.00	38.75	\$20.00	\$38,000.00	\$45.00	\$85,500.00	\$25.00	\$47,500.00	\$10.00	\$19,000.00	\$75.00	\$142,500.00
40		Remove and replace yard drain with 4" PVC Sch 40 pipe to tie into inlet or through curb, all depths, including all connections and fittings, complete in place, the sum of	LF	1,500.00	19.50	\$15.00	\$22,500.00	\$15.00	\$22,500.00	\$10.00	\$15,000.00	\$15.00	\$22,500.00	\$38.00	\$57,000.00
41		Remove and replace yard drain with 6" PVC Sch 40 pipe to tie into inlet or storm sewer, all depths, including all connections, fittings and fittings, complete in place, the sum of	LF	300.00	32.50	\$18.00	\$5,400.00	\$50.00	\$15,000.00	\$15.00	\$4,500.00	\$20.00	\$6,000.00	\$45.00	\$13,500.00
42		Remove and replace yard drain with 8" PVC Sch 40 or SDR26 pipe to tie into inlet or storm sewer, all depths, including all connections, fittings and fittings, complete in place, the sum of	LF	100.00	40.75	\$25.00	\$2,500.00	\$60.00	\$6,000.00	\$20.00	\$2,000.00	\$25.00	\$2,500.00	\$58.00	\$5,800.00
43		Remove and replace yard drain with 12" PVC Sch 40 or SDR26 pipe to tie into inlet or storm sewer, all depths, including all connections, fittings and fittings, complete in place, the sum of	LF	50.00	68.75	\$40.00	\$2,000.00	\$70.00	\$3,500.00	\$25.00	\$1,250.00	\$30.00	\$1,500.00	\$150.00	\$7,500.00
44		3' Wide X 3' High RCB storm sewer, all depths, complete in place, the sum of	LF	305.00	352.50	\$500.00	\$152,500.00	\$350.00	\$106,750.00	\$345.00	\$105,225.00	\$400.00	\$122,000.00	\$315.00	\$96,075.00
45		4' Wide X 4' High RCB storm sewer, all depths, complete in place, the sum of	LF	91.00	536.25	\$600.00	\$54,600.00	\$580.00	\$52,780.00	\$450.00	\$40,950.00	\$500.00	\$45,500.00	\$615.00	\$55,965.00
46		45° Degree Bend for 4' Wide X 4' High RCB storm sewer, all depths, complete in place, the sum of	EA	1.00	5,975.00	\$1,100.00	\$1,100.00	\$2,400.00	\$2,400.00	\$2,500.00	\$2,500.00	\$10,000.00	\$10,000.00	\$9,000.00	\$9,000.00
47		7' Wide X 7' High RCB storm sewer, all depths, complete in place, the sum of	LF	436.00	953.75	\$1,400.00	\$610,400.00	\$740.00	\$322,640.00	\$675.00	\$294,300.00	\$900.00	\$392,400.00	\$1,500.00	\$654,000.00
48		8' Wide X 7' High RCB storm sewer, all depths, complete in place, the sum of	LF	695.00	1,018.75	\$800.00	\$556,000.00	\$800.00	\$556,000.00	\$775.00	\$538,625.00	\$900.00	\$625,500.00	\$1,600.00	\$1,112,000.00
49		9' Wide X 7' High RCB storm sewer, all depths, complete in place, the sum of	LF	175.00	1,148.75	\$900.00	\$157,500.00	\$1,050.00	\$183,750.00	\$845.00	\$147,875.00	\$900.00	\$157,500.00	\$1,800.00	\$315,000.00

Attachment: Rebuild Bellaire Phase 5B Letter of Recommendation (1646 : Rebuild Bellaire Phase 5B Construction Bid Award)

BID TABULATION

Project Name: Rebuild Bellaire Phase 5B Reconstruction
Job No: 13-041
Consultant: HDR ENGINEERING, INC.

Bid Opening Date: 12/17/2015

BID ITEM NO		DESCRIPTION	UNIT	QUANTIY	AVG	Engineer's Estimate		REYTEC CONSTRUCCION RESOURCES, INC.		CONRAD CONSTRUCTION CO., LTD.		TOTAL CONTRACTING LIMITED		RESICOM, INC.	
						Bid Total =	\$8,635,125.00	Bid Total =	\$8,393,297.00	Bid Total =	\$8,992,230.00	Bid Total =	\$9,257,600.00	Bid Total =	\$11,932,615.00
						UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
50		13" x 22" RCAP storm sewer, all depths, complete in place, the sum of	LF	34.00	243.25	\$200.00	\$6,800.00	\$148.00	\$5,032.00	\$195.00	\$6,630.00	\$400.00	\$13,600.00	\$230.00	\$7,820.00
51		18" x 28" RCAP storm sewer, all depths, complete in place, the sum of	LF	132.00	280.00	\$250.00	\$33,000.00	\$170.00	\$22,440.00	\$225.00	\$29,700.00	\$400.00	\$52,800.00	\$325.00	\$42,900.00
52		22" x 36" RCAP storm sewer, all depths, complete in place, the sum of	LF	25.00	341.25	\$250.00	\$6,250.00	\$235.00	\$5,875.00	\$300.00	\$7,500.00	\$500.00	\$12,500.00	\$330.00	\$8,250.00
53		15" RCP storm sewer, all depths, complete in place, the sum of	LF	40.00	128.50	\$125.00	\$5,000.00	\$144.00	\$5,760.00	\$125.00	\$5,000.00	\$100.00	\$4,000.00	\$145.00	\$5,800.00
54		18" RCP storm sewer, all depths, complete in place, the sum of	LF	250.00	125.25	\$125.00	\$31,250.00	\$126.00	\$31,500.00	\$130.00	\$32,500.00	\$100.00	\$25,000.00	\$145.00	\$36,250.00
55		24" RCP storm sewer, all depths, complete in place, the sum of	LF	2,900.00	135.50	\$125.00	\$362,500.00	\$132.00	\$382,800.00	\$135.00	\$391,500.00	\$125.00	\$362,500.00	\$150.00	\$435,000.00
56		30" RCP storm sewer, all depths, complete in place, the sum of	LF	680.00	167.50	\$175.00	\$119,000.00	\$165.00	\$112,200.00	\$175.00	\$119,000.00	\$175.00	\$119,000.00	\$155.00	\$105,400.00
57		36" RCP storm sewer, all depths, complete in place, the sum of	LF	440.00	232.50	\$250.00	\$110,000.00	\$215.00	\$94,600.00	\$220.00	\$96,800.00	\$250.00	\$110,000.00	\$245.00	\$107,800.00
58		42" RCP storm sewer, all depths, complete in place, the sum of	LF	440.00	287.75	\$325.00	\$143,000.00	\$300.00	\$132,000.00	\$250.00	\$110,000.00	\$300.00	\$132,000.00	\$301.00	\$132,440.00
59		48" RCP storm sewer, all depths, complete in place, the sum of	LF	470.00	532.75	\$350.00	\$164,500.00	\$420.00	\$197,400.00	\$395.00	\$185,650.00	\$1,000.00	\$470,000.00	\$316.00	\$148,520.00
60		54" RCP storm sewer, all depths, complete in place, the sum of	LF	6.00	479.00	\$475.00	\$2,850.00	\$600.00	\$3,600.00	\$400.00	\$2,400.00	\$400.00	\$2,400.00	\$516.00	\$3,096.00
61		66" RCP storm sewer, all depths, complete in place, the sum of	LF	430.00	504.50	\$600.00	\$258,000.00	\$500.00	\$215,000.00	\$450.00	\$193,500.00	\$500.00	\$215,000.00	\$568.00	\$244,240.00
62		"A" inlet, cast in place or precast, complete in place, the sum of	EA	6.00	2,800.00	\$2,500.00	\$15,000.00	\$2,200.00	\$13,200.00	\$3,000.00	\$18,000.00	\$3,000.00	\$18,000.00	\$3,000.00	\$18,000.00
63		"BB" inlet, cast in place or precast, complete in place, the sum of	EA	68.00	3,575.00	\$3,500.00	\$238,000.00	\$3,200.00	\$217,600.00	\$4,000.00	\$272,000.00	\$3,500.00	\$238,000.00	\$3,600.00	\$244,800.00
64		"C" inlet, cast in place or precast, complete in place, the sum of	EA	4.00	3,962.50	\$5,000.00	\$20,000.00	\$3,400.00	\$13,600.00	\$3,850.00	\$15,400.00	\$4,500.00	\$18,000.00	\$4,100.00	\$16,400.00
65		4'x4' storm sewer box manhole, precast or cast in place, complete in place, the sum of	EA	25.00	5,100.00	\$6,000.00	\$150,000.00	\$4,200.00	\$105,000.00	\$5,000.00	\$125,000.00	\$6,000.00	\$150,000.00	\$5,200.00	\$130,000.00
66		5'x4' storm sewer box manhole, precast or cast in place, complete in place, the sum of	EA	10.00	5,950.00	\$7,000.00	\$70,000.00	\$5,200.00	\$52,000.00	\$5,500.00	\$55,000.00	\$6,500.00	\$65,000.00	\$6,600.00	\$66,000.00
67		5'x5' storm sewer box manhole, precast or cast in place, complete in place, the sum of	EA	2.00	6,687.50	\$7,000.00	\$14,000.00	\$6,500.00	\$13,000.00	\$6,250.00	\$12,500.00	\$7,000.00	\$14,000.00	\$7,000.00	\$14,000.00
68		6'x4' storm sewer box manhole, precast or cast in place, complete in place, the sum of	EA	5.00	7,200.00	\$7,500.00	\$37,500.00	\$6,800.00	\$34,000.00	\$7,000.00	\$35,000.00	\$7,500.00	\$37,500.00	\$7,500.00	\$37,500.00
69		6'x5' storm sewer box manhole, precast or cast in place, complete in place, the sum of	EA	2.00	7,750.00	\$10,000.00	\$20,000.00	\$7,000.00	\$14,000.00	\$7,500.00	\$15,000.00	\$8,000.00	\$16,000.00	\$8,500.00	\$17,000.00
70		7'x5' storm sewer box manhole, precast or cast in place, complete in place, the sum of	EA	1.00	9,125.00	\$14,000.00	\$14,000.00	\$8,500.00	\$8,500.00	\$9,500.00	\$9,500.00	\$8,500.00	\$8,500.00	\$10,000.00	\$10,000.00
71		8'x5' storm sewer box manhole, precast or cast in place, complete in place, the sum of	EA	2.00	11,250.00	\$20,000.00	\$40,000.00	\$11,500.00	\$23,000.00	\$12,000.00	\$24,000.00	\$9,500.00	\$19,000.00	\$12,000.00	\$24,000.00
72		9'x8' storm sewer box manhole, precast or cast in place, complete in place, the sum of	EA	1.00	16,000.00	\$22,000.00	\$22,000.00	\$19,000.00	\$19,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
73		6'x10' storm sewer box manhole, precast or cast in place, complete in place, the sum of	EA	1.00	15,000.00	\$25,000.00	\$25,000.00	\$14,000.00	\$14,000.00	\$14,000.00	\$14,000.00	\$15,000.00	\$15,000.00	\$17,000.00	\$17,000.00
74		4'x4' Storm sewer junction manhole with 24" sump and steel casing around sanitary sewer, complete in place, the sum of	EA	24.00	5,375.00	\$7,000.00	\$168,000.00	\$5,000.00	\$120,000.00	\$5,000.00	\$120,000.00	\$6,000.00	\$144,000.00	\$5,500.00	\$132,000.00
75		5'x4' Storm sewer junction manhole with 24" sump and steel casing around sanitary sewer, complete in place, the sum of	EA	10.00	6,250.00	\$7,500.00	\$75,000.00	\$6,000.00	\$60,000.00	\$6,000.00	\$60,000.00	\$7,000.00	\$70,000.00	\$6,000.00	\$60,000.00
76		6'x4' Storm sewer junction manhole with 24" sump and steel casing around sanitary sewer, complete in place, the sum of	EA	3.00	7,825.00	\$10,000.00	\$30,000.00	\$9,000.00	\$27,000.00	\$7,500.00	\$22,500.00	\$8,000.00	\$24,000.00	\$6,800.00	\$20,400.00
77		7'x4' Storm sewer junction manhole with 24" sump and steel casing around sanitary sewer, complete in place, the sum of	EA	3.00	9,500.00	\$14,000.00	\$42,000.00	\$10,000.00	\$30,000.00	\$10,000.00	\$30,000.00	\$9,000.00	\$27,000.00	\$9,000.00	\$27,000.00
78		Storm sewer Manway, complete in place, the sum of	EA	10.00	4,050.00	\$1,500.00	\$15,000.00	\$2,600.00	\$26,000.00	\$4,500.00	\$45,000.00	\$5,000.00	\$50,000.00	\$4,100.00	\$41,000.00
79		Storm sewer brick plugs, less than or equal to 18", 2 rows, including mortar and grout, complete in place, the sum of	EA	20.00	762.50	\$1,500.00	\$30,000.00	\$250.00	\$5,000.00	\$800.00	\$16,000.00	\$1,500.00	\$30,000.00	\$500.00	\$10,000.00
80		Storm sewer brick plugs, greater than or equal to 24", 2 rows, including mortar and grout, complete in place, the sum of	EA	20.00	912.50	\$1,500.00	\$30,000.00	\$450.00	\$9,000.00	\$1,200.00	\$24,000.00	\$1,500.00	\$30,000.00	\$500.00	\$10,000.00
81		Grout fill RCP less than or equal to 24", flowable fill, complete in place, the sum of	LF	270.00	33.75	\$50.00	\$13,500.00	\$30.00	\$8,100.00	\$25.00	\$6,750.00	\$50.00	\$13,500.00	\$30.00	\$8,100.00
82		Grout fill RCP greater than 24", flowable fill, complete in place, the sum of	LF	100.00	51.25	\$100.00	\$10,000.00	\$70.00	\$7,000.00	\$50.00	\$5,000.00	\$50.00	\$5,000.00	\$35.00	\$3,500.00
83		Storm sewer trench safety, greater than 5' depth and less than or equal to 8' depth, complete in place, the sum of	LF	4,800.00	2.50	\$3.00	\$14,400.00	\$1.00	\$4,800.00	\$2.00	\$9,600.00	\$4.00	\$19,200.00	\$3.00	\$14,400.00

Attachment: Rebuild Bellaire Phase 5B Letter of Recommendation (1646 : Rebuild Bellaire Phase 5B Construction Bid Award)

BID TABULATION

Project Name: Rebuild Bellaire Phase 5B Reconstruction
Job No: 13-041
Consultant: HDR ENGINEERING, INC.

Bid Opening Date: 12/17/2015

						Engineer's Estimate		REYTEC CONSTRUCCION RESOURCES, INC.		CONRAD CONSTRUCTION CO., LTD.		TOTAL CONTRACTING LIMITED		RESICOM, INC.	
						Bid Total =	\$8,635,125.00	Bid Total =	\$8,393,297.00	Bid Total =	\$8,992,230.00	Bid Total =	\$9,257,600.00	Bid Total =	\$11,932,615.00
BID ITEM NO		DESCRIPTION	UNIT	QUANTIY	AVG	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
84		Storm sewer trench safety, greater than 8' depth and less than or equal to 12' depth, complete in place, the sum of	LF	1,600.00	3.25	\$5.00	\$8,000.00	\$2.00	\$3,200.00	\$2.00	\$3,200.00	\$4.00	\$6,400.00	\$5.00	\$8,000.00
85		Storm sewer trench safety, greater than 12' depth, complete in place, the sum of	LF	2,300.00	5.50	\$10.00	\$23,000.00	\$6.00	\$13,800.00	\$2.00	\$4,600.00	\$4.00	\$9,200.00	\$10.00	\$23,000.00
SUBTOTAL SECTION 2 - DRAINAGE (Bid Items 38 - 85):							\$4,036,550.00		\$3,518,327.00		\$3,404,455.00		\$4,010,500.00		\$5,050,456.00
SECTION 3 - WATERLINE															
86		Waterline adjustment, 6" PVC, including wet connections and cut, plug, and abandon existing waterline, complete in place, the sum of	LF	120.00	171.25	\$250.00	\$30,000.00	\$250.00	\$30,000.00	\$200.00	\$24,000.00	\$150.00	\$18,000.00	\$85.00	\$10,200.00
87		Waterline adjustment, 8" PVC, including wet connections and cut, plug, and abandon existing waterline, complete in place, the sum of	LF	440.00	192.50	\$150.00	\$66,000.00	\$260.00	\$114,400.00	\$225.00	\$99,000.00	\$200.00	\$88,000.00	\$85.00	\$37,400.00
88		Waterline adjustment, 12" PVC, including wet connections and cut, plug, and abandon existing waterline, complete in place, the sum of	LF	60.00	277.50	\$200.00	\$12,000.00	\$360.00	\$21,600.00	\$300.00	\$18,000.00	\$250.00	\$15,000.00	\$200.00	\$12,000.00
89		6" Gate valve and box on proposed waterline, complete in place, the sum of	EA	7.00	1,650.00	\$2,500.00	\$17,500.00	\$1,500.00	\$10,500.00	\$1,500.00	\$10,500.00	\$2,500.00	\$17,500.00	\$1,100.00	\$7,700.00
90		8" Gate valve and box on proposed waterline, complete in place, the sum of	EA	8.00	2,100.00	\$2,500.00	\$20,000.00	\$2,000.00	\$16,000.00	\$2,000.00	\$16,000.00	\$2,500.00	\$20,000.00	\$1,900.00	\$15,200.00
91		6"x 6" tapping sleeve and valve (TS&V), complete in place, the sum of	EA	3.00	5,162.50	\$5,000.00	\$15,000.00	\$6,500.00	\$19,500.00	\$4,250.00	\$12,750.00	\$5,000.00	\$15,000.00	\$4,900.00	\$14,700.00
92		8"x 8" tapping sleeve and valve (TS&V), complete in place, the sum of	EA	3.00	7,375.00	\$7,500.00	\$22,500.00	\$7,500.00	\$22,500.00	\$5,000.00	\$15,000.00	\$10,000.00	\$30,000.00	\$7,000.00	\$21,000.00
93		12"x 6" tapping sleeve and valve (TS&V), complete in place, the sum of	EA	2.00	7,125.00	\$10,000.00	\$20,000.00	\$7,000.00	\$14,000.00	\$5,000.00	\$10,000.00	\$10,000.00	\$20,000.00	\$6,500.00	\$13,000.00
94		6" Inserta valve and box on existing waterline, including wet connections and all necessary fittings, complete in place, the sum of	EA	4.00	10,500.00	\$5,000.00	\$20,000.00	\$10,000.00	\$40,000.00	\$10,000.00	\$40,000.00	\$8,000.00	\$32,000.00	\$14,000.00	\$56,000.00
95		8" Inserta valve and box on existing waterline, including wet connections and all necessary fittings, complete in place, the sum of	EA	2.00	12,500.00	\$7,500.00	\$15,000.00	\$11,000.00	\$22,000.00	\$15,000.00	\$30,000.00	\$8,000.00	\$16,000.00	\$16,000.00	\$32,000.00
96		Remove fire hydrant assembly, all depths, including repair or plugging of waterline, complete in place, the sum of	EA	6.00	2,300.00	\$5,000.00	\$30,000.00	\$2,000.00	\$12,000.00	\$1,000.00	\$6,000.00	\$5,000.00	\$30,000.00	\$1,200.00	\$7,200.00
97		Fire hydrant assembly, complete in place, the sum of	EA	8.00	5,512.50	\$7,500.00	\$60,000.00	\$5,300.00	\$42,400.00	\$4,750.00	\$38,000.00	\$7,500.00	\$60,000.00	\$4,500.00	\$36,000.00
98		6" PVC fire hydrant lead, all depths, complete in place, the sum of	LF	32.00	93.00	\$125.00	\$4,000.00	\$80.00	\$2,560.00	\$125.00	\$4,000.00	\$125.00	\$4,000.00	\$42.00	\$1,344.00
99		15" Casing, including mechanical plugs, complete in place, the sum of	LF	100.00	141.75	\$200.00	\$20,000.00	\$130.00	\$13,000.00	\$95.00	\$9,500.00	\$250.00	\$25,000.00	\$92.00	\$9,200.00
100		Water meter relocation out of proposed sidewalk, including new meter box, complete in place, the sum of	EA	25.00	812.50	\$1,500.00	\$37,500.00	\$350.00	\$8,750.00	\$400.00	\$10,000.00	\$1,500.00	\$37,500.00	\$1,000.00	\$25,000.00
SUBTOTAL SECTION 3 - WATERLINE (Bid Items 86 - 100):							\$389,500.00		\$389,210.00		\$342,750.00		\$428,000.00		\$297,944.00
SECTION 4 - SUPPLEMENTAL WATERLINE AND SANITARY SEWER															
101		Additional pipe fittings for waterlines, all sizes and types, as directed by the Engineer, complete in place, the sum of	TON	1.00	2,000.00	\$2,500.00	\$2,500.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
102		6" Gate valve and box on existing waterline, including wet connections and all necessary fittings, complete in place, the sum of	EA	1.00	2,525.00	\$5,000.00	\$5,000.00	\$1,500.00	\$1,500.00	\$2,500.00	\$2,500.00	\$5,000.00	\$5,000.00	\$1,100.00	\$1,100.00
103		8" Gate valve and box on existing waterline, including wet connections and all necessary fittings, complete in place, the sum of	EA	1.00	3,100.00	\$7,500.00	\$7,500.00	\$2,000.00	\$2,000.00	\$3,500.00	\$3,500.00	\$5,000.00	\$5,000.00	\$1,900.00	\$1,900.00
104		12" Gate valve and box on existing waterline, including wet connections and all necessary fittings, complete in place, the sum of	EA	1.00	3,775.00	\$15,000.00	\$15,000.00	\$3,000.00	\$3,000.00	\$4,500.00	\$4,500.00	\$5,000.00	\$5,000.00	\$2,600.00	\$2,600.00
105		Sanitary sewer service adjustments, from the sanitary sewer main to the property line, all sizes, complete in place, the sum of	EA	40.00	1,575.00	\$500.00	\$20,000.00	\$1,800.00	\$72,000.00	\$500.00	\$20,000.00	\$1,500.00	\$60,000.00	\$2,500.00	\$100,000.00
106		Waterline service adjustments, less than 2", from water main to meter, new type K copper, no couplings under street, complete in place, the sum of	EA	75.00	1,325.00	\$2,500.00	\$187,500.00	\$500.00	\$37,500.00	\$500.00	\$37,500.00	\$2,500.00	\$187,500.00	\$1,800.00	\$135,000.00
107		8" Sanitary Sewer, C-900 PVC, complete in place, the sum of	LF	50.00	107.50	\$80.00	\$4,000.00	\$80.00	\$4,000.00	\$120.00	\$6,000.00	\$80.00	\$4,000.00	\$150.00	\$7,500.00
108		Sanitary Sewer Manhole, all depths, complete in place, the sum of	EA	1.00	4,875.00	\$2,000.00	\$2,000.00	\$4,000.00	\$4,000.00	\$4,500.00	\$4,500.00	\$2,000.00	\$2,000.00	\$9,000.00	\$9,000.00
SUBTOTAL SECTION 4 - SUPPLEMENTAL WATERLINE AND SANITARY SEWER (Bid Items 101 - 108):							\$243,500.00		\$126,000.00		\$80,500.00		\$270,500.00		\$259,100.00
SECTION 5 - SUPPLEMENTAL PAVING ITEMS															
109		Extra cement stabilized sand, complete in place, the sum of	CY	50.00	25.00	\$25.00	\$1,250.00	\$25.00	\$1,250.00	\$25.00	\$1,250.00	\$25.00	\$1,250.00	\$25.00	\$1,250.00
110		Extra bank sand backfill, complete in place, the sum of	CY	50.00	10.00	\$10.00	\$500.00	\$10.00	\$500.00	\$10.00	\$500.00	\$10.00	\$500.00	\$10.00	\$500.00
111		Extra concrete (all classes), complete in place, the sum of	CY	50.00	150.00	\$150.00	\$7,500.00	\$150.00	\$7,500.00	\$150.00	\$7,500.00	\$150.00	\$7,500.00	\$150.00	\$7,500.00
112		Extra select backfill, complete in place, the sum of	CY	300.00	15.00	\$15.00	\$4,500.00	\$15.00	\$4,500.00	\$15.00	\$4,500.00	\$15.00	\$4,500.00	\$15.00	\$4,500.00

Attachment: Rebuild Bellaire Phase 5B Letter of Recommendation (1646 : Rebuild Bellaire Phase 5B Construction Bid Award)

BID TABULATION

Project Name: Rebuild Bellaire Phase 5B Reconstruction
Job No: 13-041
Consultant: HDR ENGINEERING, INC.

Bid Opening Date: 12/17/2015

						Engineer's Estimate		REYTEC CONSTRUCCION RESOURCES, INC.		CONRAD CONSTRUCTION CO., LTD.		TOTAL CONTRACTING LIMITED		RESICOM, INC.	
						Bid Total =	\$8,635,125.00	Bid Total =	\$8,393,297.00	Bid Total =	\$8,992,230.00	Bid Total =	\$9,257,600.00	Bid Total =	\$11,932,615.00
BID ITEM NO		DESCRIPTION	UNIT	QUANTIY	AVG	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
113		Extra 1.5 sack of cement per cubic yard added to 10" concrete paving (total of 7.0 sack/cubic yard) to provide high early strength concrete, as approved by Engineer, complete in place, the sum of	SY	200.00	6.75	\$5.00	\$1,000.00	\$5.00	\$1,000.00	\$7.00	\$1,400.00	\$5.00	\$1,000.00	\$10.00	\$2,000.00
114		Extra 1.5 sack of cement per cubic yard added to 7" concrete paving (total of 7.0 sack/cubic yard) to provide high early strength concrete, as approved by Engineer, complete in place, the sum of	SY	1,000.00	5.50	\$5.00	\$5,000.00	\$4.00	\$4,000.00	\$6.00	\$6,000.00	\$4.00	\$4,000.00	\$8.00	\$8,000.00
115		Extra 1.5 sack of cement per cubic yard added to 6" concrete driveway (total of 7.0 sack/cubic yard) to provide high early strength concrete, as approved by Engineer, complete in place, the sum of	SY	500.00	4.50	\$5.00	\$2,500.00	\$3.50	\$1,750.00	\$5.00	\$2,500.00	\$3.50	\$1,750.00	\$6.00	\$3,000.00
116		Cash Allowance for Utility relocations, for payment to CenterPoint for the relocation of Street Light facilities according to CenterPoint invoice provided by the City, invoice amount plus 10%, the sum of	LS	1.00	25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
117		Miscellaneous Items as directed by the Engineer	LS	1.00	20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00
118		Extra reinforcing steel, complete in place, the sum of	LB	1,000.00	0.50	\$0.50	\$500.00	\$0.50	\$500.00	\$0.50	\$500.00	\$0.50	\$500.00	\$0.50	\$500.00
119		As authorized by Engineer, exploratory trench excavation, backfill and pavement and/or sodding restoration for the purpose of locating existing utilities (No reimbursement for this pay item if trench is where the proposed sewer main or waterline is laid), complete in place, the sum of	CY	250.00	15.00	\$15.00	\$3,750.00	\$15.00	\$3,750.00	\$15.00	\$3,750.00	\$15.00	\$3,750.00	\$15.00	\$3,750.00
120		Sidewalk checker plate installation, complete in place, the sum of	SF	100.00	22.50	\$50.00	\$5,000.00	\$20.00	\$2,000.00	\$20.00	\$2,000.00	\$20.00	\$2,000.00	\$30.00	\$3,000.00
121		Placement of retaining wall (0"-6" high) along sidewalk, including all reinforcing, filter fabric, gravel, drain, excavation, required to place, complete in place, the sum of	LF	250.00	12.50	\$10.00	\$2,500.00	\$10.00	\$2,500.00	\$20.00	\$5,000.00	\$10.00	\$2,500.00	\$10.00	\$2,500.00
122		Placement of retaining wall (7"-12" high) along sidewalk, including all reinforcing, filter fabric, gravel, drain, excavation, required to place, complete in place, the sum of	LF	100.00	17.50	\$15.00	\$1,500.00	\$15.00	\$1,500.00	\$25.00	\$2,500.00	\$15.00	\$1,500.00	\$15.00	\$1,500.00
123		Placement of retaining wall (13"-18" high) along sidewalk, including all reinforcing, filter fabric, gravel, drain, excavation, required to place, complete in place, the sum of	LF	100.00	22.50	\$20.00	\$2,000.00	\$20.00	\$2,000.00	\$30.00	\$3,000.00	\$20.00	\$2,000.00	\$20.00	\$2,000.00
124		Additional temporary driveway consisting of crushed concrete or millings, in areas approved by the Engineer, including placement, maintenance and removal, complete in place, the sum of	SY	200.00	20.00	\$20.00	\$4,000.00	\$20.00	\$4,000.00	\$20.00	\$4,000.00	\$20.00	\$4,000.00	\$20.00	\$4,000.00
SUBTOTAL SECTION 5 - SUPPLEMENTAL PAVING ITEMS (Bid Items 109 - 124):							\$86,500.00		\$81,750.00		\$89,400.00		\$81,750.00		\$89,000.00
SECTION 6 - SUPPLEMENTAL DRAINAGE ITEMS															
125		Extra cement stabilized sand, complete in place, the sum of	CY	50.00	25.00	\$25.00	\$1,250.00	\$25.00	\$1,250.00	\$25.00	\$1,250.00	\$25.00	\$1,250.00	\$25.00	\$1,250.00
126		Extra bank sand backfill, complete in place, the sum of	CY	50.00	10.00	\$10.00	\$500.00	\$10.00	\$500.00	\$10.00	\$500.00	\$10.00	\$500.00	\$10.00	\$500.00
127		Wet condition bedding, all sizes, all depths, consisting of 12" minimum crushed stone foundation, filter fabrics and all appurtenances, complete in place, the sum of	LF	1,500.00	20.00	\$20.00	\$30,000.00	\$20.00	\$30,000.00	\$20.00	\$30,000.00	\$20.00	\$30,000.00	\$20.00	\$30,000.00
128		Seal slab, including reinforcement placed at unsatisfactory conditions, as directed and approved by the Engineer, complete in place, the sum of	SY	2,000.00	25.00	\$25.00	\$50,000.00	\$25.00	\$50,000.00	\$25.00	\$50,000.00	\$25.00	\$50,000.00	\$25.00	\$50,000.00
129		Extra select backfill, complete in place, the sum of	CY	200.00	15.00	\$15.00	\$3,000.00	\$15.00	\$3,000.00	\$15.00	\$3,000.00	\$15.00	\$3,000.00	\$15.00	\$3,000.00
130		Installation and removal of piezometer, complete in place, the sum of	EA	30.00	100.00	\$100.00	\$3,000.00	\$100.00	\$3,000.00	\$100.00	\$3,000.00	\$100.00	\$3,000.00	\$100.00	\$3,000.00
131		Well pointing system for dewatering, all sizes, all depths, including multiple rows of well pointing as necessary, complete in place, the sum of	LF	2,000.00	21.25	\$20.00	\$40,000.00	\$20.00	\$40,000.00	\$20.00	\$40,000.00	\$25.00	\$50,000.00	\$20.00	\$40,000.00
132		As authorized by the Engineer, exploratory trench excavation, backfill and pavement and/or sodding restoration for the purpose of locating existing utilities (No reimbursement for this pay item if trench is where proposed sewer main or waterline is laid), complete in place, the sum of	CY	100.00	15.00	\$15.00	\$1,500.00	\$15.00	\$1,500.00	\$15.00	\$1,500.00	\$15.00	\$1,500.00	\$15.00	\$1,500.00
133		Hand digging as directed by the Engineer, complete in place, the sum of	CY	100.00	15.00	\$15.00	\$1,500.00	\$15.00	\$1,500.00	\$15.00	\$1,500.00	\$15.00	\$1,500.00	\$15.00	\$1,500.00
134		Concrete cradle on existing pipe, complete in place, the sum of	EA	10.00	250.00	\$250.00	\$2,500.00	\$250.00	\$2,500.00	\$250.00	\$2,500.00	\$250.00	\$2,500.00	\$250.00	\$2,500.00
SUBTOTAL SECTION 6 - SUPPLEMENTAL DRAINAGE ITEMS (Bid Items 125 - 134):							\$133,250.00		\$133,250.00		\$133,250.00		\$143,250.00		\$133,250.00

Attachment: Rebuild Bellaire Phase 5B Letter of Recommendation (1646 : Rebuild Bellaire Phase 5B Construction Bid Award)

BID TABULATION

Project Name: Rebuild Bellaire Phase 5B Reconstruction
Job No: 13-041
Consultant: HDR ENGINEERING, INC.

Bid Opening Date: 12/17/2015

						Engineer's Estimate		REYTEC CONSTRUCCION RESOURCES, INC.		CONRAD CONSTRUCTION CO., LTD.		TOTAL CONTRACTING LIMITED		RESICOM, INC.	
						Bid Total =	\$8,635,125.00	Bid Total =	\$8,393,297.00	Bid Total =	\$8,992,230.00	Bid Total =	\$9,257,600.00	Bid Total =	\$11,932,615.00
BID ITEM NO		DESCRIPTION	UNIT	QUANTIY	AVG	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
SUBTOTAL SECTION 1 - PAVING ITEMS (Bid Items 1 - 37):							\$3,745,825.00		\$4,144,760.00		\$4,941,875.00		\$4,323,600.00		\$6,102,865.00
SUBTOTAL SECTION 2 - DRAINAGE (Bid Items 38 - 85):							\$4,036,550.00		\$3,518,327.00		\$3,404,455.00		\$4,010,500.00		\$5,050,456.00
SUBTOTAL SECTION 3 - WATERLINE (Bid Items 86 - 100):							\$389,500.00		\$389,210.00		\$342,750.00		\$428,000.00		\$297,944.00
SUBTOTAL SECTION 4 - SUPPLEMENTAL WATERLINE AND SANITARY SEWER (Bid Items 101 - 108):							\$243,500.00		\$126,000.00		\$80,500.00		\$270,500.00		\$259,100.00
SUBTOTAL SECTION 5 - SUPPLEMENTAL PAVING ITEMS (Bid Items 109 - 124):							\$86,500.00		\$81,750.00		\$89,400.00		\$81,750.00		\$89,000.00
SUBTOTAL SECTION 6 - SUPPLEMENTAL DRAINAGE ITEMS (Bid Items 125 - 134):							\$133,250.00		\$133,250.00		\$133,250.00		\$143,250.00		\$133,250.00
BID TOTAL (Bid Items 1 - 134):							\$8,635,125.00		\$8,393,297.00		\$8,992,230.00		\$9,257,600.00		\$11,932,615.00

Attachment: Rebuild Bellaire Phase 5B Letter of Recommendation (1646 : Rebuild Bellaire Phase 5B Construction Bid Award)

Section 2

REFERENCE: City of Beaumont
 TELEPHONE NO.: 409-880-3725
 CONTACT: Zheng Tan, City Engineer
 PROJECT: Calder Avenue Phase I & III Reconstruction Project

QUESTIONS

1. How did Reytec Construction Resources, Inc. perform on the project? (On a scale of 1-10)

ANSWER: 9

2. Were you satisfied with their performance?

ANSWER: Yes, it was a very challenging project involving large dual storm sewer box culverts underneath the roadway. Reytec's Superintendent did a good job coordinating with utility companies during project.

3. How would you rate the quality of their work? (On a scale of 1-10)

ANSWER: 9

4. How would you rate their ability to coordinate the work with neighboring property owners? (Scale of 1-10)

ANSWER: 10. Reytec was very proactive in coordinating and notifying the many business owners throughout the project area.

5. Did they have any problems with the job? If so, what was the nature of the problem?

ANSWER: There were numerous utility conflicts encountered throughout the project, but they were due to the utility companies not notifying the City that the lines were there during design.

6. Were there many change orders on the project? If so, what were the reasons? Were they reasonable?

ANSWER: There were no change orders but many field changes had to happen due to the utility conflicts.

7. Were they able to complete the project within the time allotted? If not, what was the reason?

ANSWER: Reytec still finished ahead of schedule and on budget even with all the utility conflicts encountered during the project.

8. How would you rate their ability to cooperate with a client? (On a scale of 1-10)

ANSWER: 10, very appreciative of the work they did.

9. Would you like to have them perform a job for you again?

ANSWER: Yes

REFERENCE: United Engineers, Inc.
 TELEPHONE NO.: 713-271-2900
 CONTACT: Sherif Mohamed, P.E.
 PROJECT: City of Houston Brittmoore Road Project

QUESTIONS

1. How did Reytec Construction Resources, Inc. perform on the project? (On a scale of 1-10)

ANSWER: 9

2. Were you satisfied with their performance?

ANSWER: Yes, Reytec was cooperative to deal with during the project and made corrections when instructed to by the Construction Manager or the City.

3. How would you rate the quality of their work? (On a scale of 1-10)

ANSWER: 9

4. How would you rate their ability to coordinate the work with neighboring property owners? (Scale of 1-10)

ANSWER: 8, United Engineers as the Construction Management firm did majority of the communication with the residents but Reytec did assist in some cases.

5. Did they have any problems with the job? If so, what was the nature of the problem?

ANSWER: There was a section of subgrade where the compaction testing failed but Reytec paved over the area. Reytec did tear out the concrete and redid the subgrade to the correct compaction parameters.

6. Were there many change orders on the project? If so, what were the reasons? Were they reasonable?

ANSWER: There was one change order on the project but it was due to the design engineer not the Contractor.

7. Were they able to complete the project within the time allotted? If not, what was the reason?

ANSWER: Reytec was still able to finish on schedule.

8. How would you rate their ability to cooperate with a client? (On a scale of 1-10)

ANSWER: 10

9. Would you like to have them perform a job for you again?

ANSWER: Yes, they are easy to work with.

REFERENCE: Infrastructure Associates, Inc.

TELEPHONE NO.: 713-622-0120

CONTACT: Eric C. Cardwell, P.E. (currently works for Atlas Civil Engineering, PLLC)

PROJECT: City of Houston Wallisville Road Reconstruction Project

QUESTIONS

1. How did Reytec Construction Resources, Inc. perform on the project? (On a scale of 1-10)

ANSWER: 9

2. Were you satisfied with their performance?

ANSWER: Very satisfied.

3. How would you rate the quality of their work? (On a scale of 1-10)

ANSWER: 9.5, Reytec was very safety oriented as well.

4. How would you rate their ability to coordinate the work with neighboring property owners? (Scale of 1-10)

ANSWER: 9, Reytec had an excellent outreach to the residents in project area. The Reytec Superintendent went door to door with the construction inspector and spoke to the residents.

5. Did they have any problems with the job? If so, what was the nature of the problem?

ANSWER: Reytec had some minor issues with their subcontractors but they were able to get the issues resolved.

6. Were there many change orders on the project? If so, what were the reasons? Were they reasonable?

ANSWER: There are currently no change orders on the project. There was one unforeseen condition encountered whereby an underground vault was uncovered but it was resolved through the existing construction contract.

7. Were they able to complete the project within the time allotted? If not, what was the reason?

ANSWER: Project is still on-going and is on schedule.

8. How would you rate their ability to cooperate with a client? (On a scale of 1-10)

ANSWER: 9

9. Would you like to have them perform a job for you again?

ANSWER: Absolutely.

REFERENCE: City of Houston
 TELEPHONE NO.: 832-395-2392
 CONTACT: Jody Craze, Project Manager
 PROJECT: Kirby Drive Reconstruction Project

QUESTIONS

1. How did Reytec Construction Resources, Inc. perform on the project? (On a scale of 1-10)

ANSWER: 10

2. Were you satisfied with their performance?

ANSWER: Yes, this project involved installation of large storm sewer box culverts along the area of Kirby Drive from University to Sunset which is heavy with businesses and homeowners. Reytec did a very good job on the project.

3. How would you rate the quality of their work? (On a scale of 1-10)

ANSWER: 10

4. How would you rate their ability to coordinate the work with neighboring property owners? (Scale of 1-10)

ANSWER: Reytec was very responsive and met with numerous business owners during the project to ensure their needs were met.

5. Did they have any problems with the job? If so, what was the nature of the problem?

ANSWER: There were some very minor problems but Reytec handled them very quickly.

6. Were there many change orders on the project? If so, what were the reasons? Were they reasonable?

ANSWER: There were three change orders on the project. One was from Reytec requesting high early strength concrete to pour areas quickly for businesses. Another was due to the TDLR changing the design guidelines for curb ramps while the project was in construction. The final one had to do with CenterPoint Energy removing a power pole.

7. Were they able to complete the project within the time allotted? If not, what was the reason?

ANSWER: Reytec actually finished ahead of schedule. Majority of success is mainly because of Reytec's Superintendent.

8. How would you rate their ability to cooperate with a client? (On a scale of 1-10)

ANSWER: 10, Reytec was very accommodating.

9. Would you like to have them perform a job for you again?

ANSWER: Absolutely.

REFERENCE: Omega Engineers, Inc.
TELEPHONE NO.: 281-245-5405
CONTACT: Robert Lengefeld, Project Manager
PROJECT: City of Houston Neighborhood Reconstruction NSR 465 Contract

QUESTIONS

1. How did Reytec Construction Resources, Inc. perform on the project? (On a scale of 1-10)

ANSWER: 8

2. Were you satisfied with their performance?

ANSWER: Yes

3. How would you rate the quality of their work? (On a scale of 1-10)

ANSWER: 9

4. How would you rate their ability to coordinate the work with neighboring property owners? (Scale of 1-10)

ANSWER: 8, Reytec's Superintendent did a great job interacting with the residents during the project.

5. Did they have any problems with the job? If so, what was the nature of the problem?

ANSWER: No, the project has gone pretty smooth.

6. Were there many change orders on the project? If so, what were the reasons? Were they reasonable?

ANSWER: No change orders to date.

7. Were they able to complete the project within the time allotted? If not, what was the reason?

ANSWER: Project is 70% complete and is on schedule.

8. How would you rate their ability to cooperate with a client? (On a scale of 1-10)

ANSWER: 10, Reytec has been very responsive.

9. Would you like to have them perform a job for you again?

ANSWER: Yes.

Section 3



Reytec

Construction Resources, Inc.



1901 Hollister St. Houston TX 77080 - P 713.957.4003 - F 713-681-0077

www.reytec.net

Paving - Sitework - Water - Sewer - Light Industrial



COMPANY OVERVIEW

Reytec Construction Resources, Inc. is a full service general contractor headquartered in Houston, Texas. Founded in 1996, Reytec rapidly developed a reputation for construction excellence in general contracting. Focusing on quality workmanship, on-time performance and competitive pricing has resulted in satisfied repeat clients.

Our company's team brings many years of construction experience. Our estimators and project managers will work with your staff to provide accurate cost estimates and schedules. Our management administrative staff and field personnel have a wealth of experience, enabling Reytec to successfully meet our clients' construction needs.

Reytec is privately held and possesses a strong bonding capability, financial stability and an excellent safety record. We are HUB certified through the State of Texas.

Reytec takes pride in its ability to self perform with its own forces and equipment all site work, road excavation, concrete structures, foundation, paving, underground utilities including sanitary sewer, storm sewer, and domestic water systems.

Reytec has successfully engaged in many new construction and renovation projects with the private and public sectors in the following range of scope:

1. Underground Utilities - Storm Sewer, Sanitary Sewer, Domestic Water
2. Concrete Paving, Concrete Columns, Sidewalks, Driveways, Curbs
3. Asphalt Paving
4. Site Preparation
5. Tilt Wall Warehouse/Office Facilities
6. Cold Storage Buildings
7. Industrial Buildings



Construction Resources, Inc.

ORGANIZATION

Gregg T. Reyes, President and CEO

Gregg Reyes founded Reytec Construction Resources, Inc. in February of 1996. Gregg has been involved in the commercial construction industry since 1991. His management skills were responsible for developing construction projects in the Texas market. Many of these projects were in the Federal, State, County, City and private projects throughout Texas and Florida. Gregg currently handles Reytec's business development and all aspects of project management from estimating, project buyouts, through overall project management.

Rebecca Reyes, CFO

Rebecca Reyes Co-founded Reytec Construction Resources, Inc. in February of 1996. Rebecca brings over 25 years of accounting and management experience to Reytec. Rebecca is responsible for Reytec's corporate finances and accounting operations. Rebecca's key tasks also include company strategy, executive management and financial planning and analysis. Her exceptional leadership qualities and attention to planning, process and detail have kept Reytec on its continuous growth pattern.

Rusty Peña, Vice-President

Thomas (Rusty) has over 25 years experience in Engineering and Construction Management. As Plant Engineering Manager with the Bayer Corporation in Baytown and Director of Construction Services for CDI Engineering Group his duties included: Safety Administration, Construction Management, Project Management, planning and scheduling, materials management, contract administration, QA/QC, project controls and commissioning/start-up support. Projects successfully completed: Site Infrastructure, Underground Utilities, Civil and Mechanical construction. Teamwork, planning, motivation, leadership and results driven success are characteristics of the abilities that Thomas brings to a project.

Romeo Lopez, Senior Estimator

Romeo is a Civil Engineer with over 35 years of experience in general construction, including engineering, estimating, and project management. He has estimated, managed, and completed projects in the City of Houston to include: 84" waterline on English, 54" waterline on Hempstead Hwy, 72" waterline on 12th Street, 48" waterlines on Clinton and along Lathrop St., and a 36" waterline in Corpus Christi. His vast experience in underground utilities, civil, and mechanical construction make him an extraordinary leader for this organization.

Reytec

Construction Resources, Inc.

FACT SHEET

Reytec Construction Resources, Inc.

1901 Hollister St.
Houston, Texas 77080
Phone: 713.957.4003
Fax: 713.681.0077
www.reytec.net

Bank Reference

Allegiance Bank of Texas
8800 Katy Freeway, Suite 110
Houston, Texas 77024
Phone: 281.517.8730
Contact: Ignacio Pujol

Insurance

Adams Insurance Service
427 W. 20th St
Houston, Texas 77008
Phone: 713.869.8346
Contact: Norman Adams

Bonding Company:

Travelers Casualty & Surety Co of America
4650 Westway Park Blvd
Houston, Texas 77041
Phone: 281.606.8417
Fax: 281.606.8436

Bonding Agent

Adams Insurance Service
427 W. 20th St.
Houston, Texas 77008
Phone: 713.869.8346
Contact: Norman Adams

Trade and Professional Affiliations

AGC - Associated General Contractors Association
AGC of Texas - Highway, Heavy, Utilities & Industrial Branch
National Association of Minority Contractors
Houston Contractors Association

Financial Statements (Available Upon Request)



Construction Resources, Inc.

CUSTOMER REFERENCES

1. **Southwest Redevelopment Authority**
Cobb Fendley & Associates
Construction Managers
(for Bellaire at Fondren Project)
Matthew Lopez, P.E.
13430 N. W. Freeway Ste 1100
Houston, TX 77040
713.462.3242
2. **Port of Houston Authority**
Mr. Pedro Gonzalez, P.E.
Engineering Department
111 East Loop North
Houston, TX 77252
713.670.2673
3. **Infrastructure Associates, Inc.**
(For COH Wallisville Project)
Eric C. Cardwell, P.E., CFM
6117 Richmond Ave. Suite 200
Houston, TX 77057
713.622.0120
4. **City of Houston**
(for Ella Paving Project)
Julius Lovelace
611 Walker
Houston, TX 77002
713.854.2775
5. **Midtown Redevelopment Authority**
Marlon Marshall
410 Pierce, Suite 355
Houston, TX 77002
713.526.7577
6. **Uptown Houston**
Robert Taube
1980 Post Oak Blvd, Suite 1700
Houston, TX 77056
713.621.2011
7. **City of Houston**
J. Timothy Lincoln, P.E.
City Engineer
611 Walker
Houston, TX 77002
832.395.2500
8. **City of Houston**
Kirby Drive Storm Sewer
Jody Craze, Project Manager
City of Houston Public Works and
Engineering/Construction
611 Walker, 17th Floor
Houston, TX 77002
713.837.7188
- Joanne Kamman
City of Houston Public Works and
Engineering/Construction
Engineering Manager
611 Walker, 17th Floor
Houston, TX 77002
713.837.7208
- Council Member Ed Gonzalez
City Hall Annex
900 Bagby, First Floor
Houston, TX 77002
832.393.3003
9. **Upper Kirby Redevelopment Authority**
Travis Younkin
Deputy Director
3015 Richmond Ave, Suite 250
Houston, TX 77098
713.524.8000



CUSTOMER REFERENCES

10. City of Beaumont

Zheng Tan, P.E. (Civil Engineer)
801 Main Street, #200
Beaumont, TX 77701
409.880.3725

11. Gunda Corporation

Raj Tanwanim P.E.
Vice President
6161 Savoy, Suite 550
Houston, TX 77036
713.541.3530

12. Lockwood, Andrews & Newnam, Inc.

(On Call Projects - City of Houston - Emergency Large Diameter Waterline Repair Contract)
Gregg Henry
2925 Briarpark Drive, Suite 400
Houston, TX 77042-3720
713.266.6900 x 2428

13. United Engineers, Inc.

(for City of Houston Brittmoore Project)
Sherif Mohamed, P.E.
8303 Southwest Freeway, Suite 600
Houston, TX 77074
713.271.2900

14. Omega Engineers, Inc.

Robert Lengefeld
16420 Park Ten Place, Unit 520
Houston, TX 77084
281.245.5405



"We Strive for Excellence"

Metrorail
Contractor Excellence Award 2010

Talento Bilingue de Houston
Corporate Heritage Award 2010

Houston Hispanic Chamber of Commerce
Male Entrepreneur of the Year 2008

Hispanic Business Magazine
100 Fastest Growing Companies, 2008, 2007, 2006, 2004, 2003

Hispanic Business Magazine
Top 500 Largest U.S. Hispanic-Owned Companies, 2010, 2008, 2007, 2006

Houston Business Journal
The Houston Minority Business Council's Emerging Ten (E-10) Award, 2005

Diversity Business
Top 100 Hispanic American Owned Businesses, 2005

Diversity Business Multicultural Business Solutions
Gregg Reyes - "One of America's Top Diversity Business Owners for 2004"

Port of Houston Authority
Small Business of the Year, 2004, 2008

Department of Commerce Minority Development Council as
"Regional Construction Firm of the Year," 2002

Chosen by the City of Houston Minority Business Development Center as the
"Minority Construction Firm of the Year," 2002

**PROJECTS IN PROGRESS****CITY OF HOUSTON****Reytec Job #2148****Reconstruction of Brittmoore Road from Hammerly Blvd to Clay Rd**

Construction of approximately 6,700 feet of two 24 foot lanes in each direction and a continuous left turn lane with curbs, sidewalks, street lighting, storm water system, 24 inch waterline replacement and necessary underground utilities.

Contract Amount: \$10,426,981.80

Project Start Date: 03/2013

Sudarshan Gouni, P.E.
City of Houston
Department of Public Works & Engineering
611 Walker
Houston, TX 77002
832.395.2231

CITY OF CORPUS CHRISTI**Reytec Job #2141****Williams Dr. Phase I & II from Rodd Field Rd to Airline**

Street and drainage improvements on Williams Drive (new drive will become a main artery in Corpus Christi's new medical district). Work to include: Installing large storm sewer boxes, with a new outfall, and all new concrete paving on the south side of the existing Williams drive. Once the south side is complete, Reytec will switch all traffic to the new, south side paving and begin removing inlets, manholes, and storm pipe on the north side. Then place new storm sewer box, pipes, inlets and manholes in accordance with the details. Reytec will also be removing existing asphalt street and replacing with lime stabilized base, 7" concrete paving and curb, and concrete driveways and sidewalks. Schedule is 33 months.

Contract Amount: \$17,714,384.00

Project Start Date: 08/2012

Riaz Ahmed
City of Corpus Christi
1201 Leopard St.
Corpus Christi, TX
361.826.3777

**PROJECTS IN PROGRESS****CITY OF HOUSTON****Reytec Job #2136****Rehabilitation to Large Diameter WL, Valves & Appurtenances, Pkg 10**

Construction or rehabilitation to primarily large diameter water lines, valves and appurtenances (24 inches in diameter and greater), including mobilizing and cooperating with City's Engineer to develop appropriate rehabilitation solutions, installing remedies, bedding and backfilling utilities, and restoring surface around area of work. City will issue Work Orders over a one year period. Amount of work to be performed may vary from no construction activity to times when multiple crews are necessary to meet requirements.

Contract Amount: \$2,000,000.00

Project Start Date: 03/2012

Jonathan Prevot
City of Houston
P.O. Box 1562
Houston, TX 77251
832.395.2319

**PROJECTS IN PROGRESS****CITY OF CORPUS CHRISTI****Reytec Job #2153****Oso Bay Area Park Development Phase 2, Bond 2008**

Oso Bay Area Park Development Phase 2 improvements is the second construction phase of Oso Bay Park, including development of Lot 1 into an Environmental Learning Center; and, the continuation of the trails in Lot 2. Lot 2 is covered by a Conservation Easement.

Infrastructure improvements involve a 300' extension of Oso Parkway's 80' R.O.W. (40' back to back curb and gutter) from Wooldridge Street north including concrete sidewalks. Utility trunk lines will extend, including a 36" RCP storm line, 12" water main, and 12" wastewater main. The storm and wastewater mains terminate with the roadway extension. The 12" water main extends an additional 400' from the end of the roadway and terminates at a fire line detector check backflow preventer. Two 10' curb inlets are included. Public 12" C900PVC water and 8" SDR26 PVC wastewater mains extend into the site in utility easements.

Structures include an Interpretive Center and Labs Building, containing an exhibit hall, offices, restrooms and storage areas. Buildings utilize concrete, site cast concrete panels, masonry, and cementitious siding. Window frames are fiberglass with most entrance doors of anodized aluminum. A recycled material deck includes a canopy. Additional buildings include an Amphitheater and shade structure with cantilevered canopies and small shade structures within the conservations easement. Photovoltaic cells and Wind Turbines produce partial power to the site.

A Pond, west of the Labs building utilizes onsite material as a liner. A drilled well and windmill provide water and aeration as well as supplemental water to the irrigation cisterns.

A Discovery Garden behind the buildings includes an 8' hill, concrete trails, plant beds, gathering space, slides, a pre-designed play structure, and a stand-alone wall with openings.

Pavements include 10' wide concrete trail, integral color, plaza, and decomposed granite trails in the Conservation Easement. Vehicular access is a 24' wide concrete drive with ribbon curbs. An extension of the driveway leads to an area with maintenance building on slab and a dumpster enclosure. An HMAC parking lot of 46 spaces, with ribbon curb, includes four accessible spaces, two bus spaces and three dual bus drop off/parking spaces. The drop off area also includes a concrete, varying width trail with undulating seat walls.

Furnishings and signage include selections made to withstand the corrosive environment. Stainless steel, pipe, and recycled plastic are dominate materials.

The plant palette consists of mainly native plants. Bermuda grass will be used in lawn areas as well as over an area of Pavegro. Irrigation is a hybrid drip/spray system utilizing rain water, well water, and potable water where applicable.

Contract Amount: \$4,215,816.00

Project Start Date: 12/2013

Daniel Biles, P.E.
City of Corpus Christi
P.O. Box 9277
Corpus Christi, TX 78469
361.826.3500

**PROJECTS IN PROGRESS****CITY OF HOUSTON****Reytec Job #2155****Large Diameter Waterline Valve Replacement Project (DWO)**

Replacement of large diameter water valves that are deteriorated beyond repair, the installation of new large diameter valves, the replacement of some large diameter water lines that are associated with the installation of the new valves, and any associated work of the work orders ("repairs"). Work locations are anywhere within the City of Houston and will vary from work order to work order. The size of the valves range from 16 inches to 36 inches in diameter.

Contract Amount: \$2,113,287.00

Project Start Date: 03/2014

Jadav Heena
City of Houston
P.O. Box 1562
Houston, TX 77251
832.395.4616

CITY OF HOUSTON**Reytec Job #2156****Fire Hydrant Replacement**

Replacement of fire hydrants and valves (as needed), the height correction of fire hydrants, and the relocation of fire hydrants. It also includes ancillary work such as milling, asphalt overlay and concrete removal/replacement associated with the above described work. This project also provides for point repair of water mains, up to 16 inches in diameter, resulting from fire hydrant relocation, emergency breaks, leaks and customer complaints.

Contract Amount: \$1,854,604.35

Project Start Date: 03/2014

Syed Moinuddin
City of Houston
P.O. Box 1562
Houston, TX 77251
832.395.3896

**PROJECTS IN PROGRESS****CITY OF CORPUS CHRISTI****Reytec Job #2158****McArdle Road Improvements – Ennis Joslin Road to Whitake Drive**

Project consists of the full reconstruction of McArdle Road from Ennis Joslin Road to Nile Drive, approximately 4,600 LF, including removal of an existing 2 lane HMA roadway and all water, wastewater and storm infrastructure and replacement with a new 3 lane HMA roadway (plus bike lanes) with curb and gutter and 5' concrete sidewalks, new 12" waterline, new 18" wastewater line and new storm sewer infrastructure; and full depth pavement reclamation of McArdle Road from Nile Drive to Whitaker Drive, approximately 5,200 LF, including 3" mill, 9.5" cement-stabilized pavement reclamation topped with new 3" Type 'D' HMA restriped for a 3 lane roadway plus bike lanes and partial replacement of existing water, wastewater and storm sewer infrastructure in accordance with the plans, specifications and contract documents.

Contract Amount: \$10,653,999.40

Project Start Date: 05/2014

Albert Pardo
City of Corpus Christi
1201 Leopard St.
Corpus Christi, TX 78401
361.826.3500

CITY OF HOUSTON**Reytec Job #2159****Pressure Reducing Valve Station Improvements Package No. 5**

Work includes rehabilitation, removal, installation of 11 pressure reducing valve stations at various locations within the City of Houston's water distribution system.

Contract Amount: \$2,170,693.50

Project Start Date: 08/2014

Arthur Morris, P.E.
City of Houston
P.O. Box 1562
Houston, TX 77251
832.395.2317

**PROJECTS IN PROGRESS****CITY OF HOUSTON****Reytec Job #2161****Wallisville Reconstruction from Lockwood to North Wayside**

Reconstruction of concrete roadway improvement of street curbs, underground drainage system, new inlets, sidewalks, streetlights, signal, and necessary underground utilities.

Contract Amount: \$12,111,691.00

Project Start Date: 09/2014

Azar Ahmadian, P.E.
City of Houston
P.O. Box 1562
Houston, TX 77251
832.395.2221

CITY OF HOUSTON**Reytec Job #2162****Neighborhood Street Reconstruction 465**

Construction of reinforced concrete paving, drainage, wastewater system, potable water system, street lighting, and tree protection.

Contract Amount: \$15,297,832.98

Project Start Date: 09/2014

Mohd Warrad, P.E.
City of Houston
P.O. Box 1562
Houston, TX 77251
832.395.2219



PROJECTS COMPLETED

UPTOWN DEVELOPMENT AUTHORITY

Reytec Job #2130

2011 Uptown Construction Program - Guilford Court from Post Oak Blvd to McCue Street

Construction includes removal of existing asphalt paving and curb for a length of approximately 1000 linear feet and placement of 10" thick, 5 lane concrete boulevard section with 9" crushed subgrade. Work includes installation of a concrete storm sewer ranging in size from 24" to 30", installation of a 12" waterline and installation of a 12" sanitary sewer line. Work also includes installation of traffic signals at Guilford Court and Post Oak Blvd, and pedestrian improvements which includes the installation of Uptown sidewalks, Uptown Corner Plazas, pedestrian lights, installation of granite bollards, landscaping, and irrigation.

Post Oak Blvd from Richmond Ave to IH 610

Construction includes concrete paving and subgrade repair as directed by the Resident Engineer and Uptown, removal and replacement of existing curb, inlet modifications, removal and replacement of existing driveways, modifications to existing medians, installation of left turn lanes, additional traffic signal modifications, paint striping, landscaping and irrigation.

Additional Pedestrian Improvements

Construction includes removal of existing concrete sidewalk and wheelchair ramps, installation of Uptown Concrete sidewalks, Uptown Corner Plazas, pedestrian lighting, installation of Granite Bollard, landscaping and irrigation.

Contract Amount: \$9,599,946.00

Project Start Date: 04/2011

Bobby Nagel, P.E.
Cobb Fendley
13430 Northwest Freeway, Suite 1100
Houston, TX 77040
713.462.3242
713.462.3262 Fax

CITY OF HOUSTON

Reytec Job #2139

Fire Hydrant Replacement

Replacement of fire hydrants and valves, the height correction of fire hydrants, and the relocation of fire hydrants located in the City of Houston. It also includes ancillary work such as milling, asphalt overlay and concrete removal/replacement associated with the above described work; some work for repairs, and improvements on existing service lines and City water mains up to 16 inches in diameter, resulting from fire hydrant relocation, emergency breaks, leaks and customer complaints.

Contract Amount: \$3,295,345.75

Project Start Date: 06/2012

Project End Date: 03/2013

Orin Smith, P.E.
City of Houston
Department of Public Works & Engineering
2700 Dalton
Houston, TX 77017
832.395.2500

**PROJECTS COMPLETED****CITY OF HOUSTON****Reytec Job #2151****Waterline Wrap Repairs II**

Work of the contract includes replacement, improvement and/or new installations on existing service lines and City water mains up to 16 inches in diameter with the use of repair wraps, resulting from emergency breaks, leaks, and customer complaints.

Contract Amount: \$855,148.90

Project Start Date: 03/2013

Orin Smith, P.E.
City of Houston
Department of Public Works & Engineering
2700 Dalton
Houston, TX 77017
832.395.2500

CITY OF HOUSTON**Reytec Job #2147****Hedrick Force Main Crossing**

Work includes demolition and replacing the existing aerial force main with underground 42-inch force main crossing Buffalo Bayou at Wayside Drive and 69th Street.

Contract Amount: \$2,858,587.00

Project Start Date: 03/2013

Akhter Hussain, P.E.
City of Houston
Department of Public Works & Engineering
611 Walker
Houston, TX 77002
832.395.2294

CITY OF HOUSTON**Reytec Job #2146****Water Distribution System Rehabilitation and Renewal II (UMB)**

Work of the contract shall include replacement, improvement and/or new installations on existing service lines and City water mains up to 16 inches in diameter, resulting from emergency breaks, leaks, and customer complaints.

Contract Amount: \$2,146,985.20

Project Start Date: 03/2013

Syed Moinuddin, P.E.
City of Houston
Department of Public Works & Engineering
2700 Dalton
Houston, TX 77017
832.394.9150



PROJECTS COMPLETED

CITY OF HOUSTON

Reytec Job #2145

Museum District/Main Street Improvement Project

Work includes construction of sidewalks, ramps, medians, pedestrian lighting, pedestrian amenities and landscape improvements along Main Street and Binz Corridors. This includes reconstruction of Main and University intersection, and pedestrian signal upgrades at Main & University, and Main & Binz intersections.

Contract Amount: \$2,483,336.51

Project Start Date: 03/2013

Markos Mengesha, P.E.
1002 Washington Ave., 2nd Floor
Houston, TX 77002
832.394.9150

CITY OF HOUSTON

Reytec Job #2128

On-Call Rehabilitation to Large Diameter WL, Valves & Appurtenances, Pkg #9

Construction or rehabilitation to primarily large diameter water lines, valves and appurtenances (24 inches in diameter and greater), including mobilizing and cooperating with City's Engineer to develop appropriate rehabilitation solutions, installing remedies, bedding and backfilling utilities, and restoring surface around area of work. City will issue Work Orders over a one year period. Amount of work to be performed may vary from no construction activity to times when multiple crews are necessary to meet requirements.

Contract Amount: \$2,000,000.00

Project Start Date: 07/2011

Arthur Morris
City of Houston
P.O. Box 1562
Houston, TX 77251
832.395.2317

CITY OF CORPUS CHRISTI

Reytec Job #2144

Downtown Street Improvements, Chaparral Street, William Street to Schatzel Street

Project consists of the redesign of the roadway and pedestrian right of way of Chaparral St. between William St. and Schatzel St. The right of way will consist of designed pavers, planters, and catenary lighting to enhance the overall atmosphere of the street.

Contract Amount: \$4,819,070.00

Project Start Date: 12/2012

Riaz Ahmed
City of Corpus Christi
1201 Leopard St.
Corpus Christi, TX
361.826.3777

**PROJECTS COMPLETED****CITY OF HOUSTON****Reytec Job #2142****Large Diameter Waterline Valve Replacement Project (UMB)**

Work includes the replacement of large diameter water valves that are deteriorated beyond repair, the installation of new large diameter valves, and the replacement of some large diameter water lines that are associated with the installation of the new valves. The contract duration for this project is 548 calendar days.

Contract Amount: \$3,078,282.00

Project Start Date: 12/2012

Tanika Chukwumerije
P.O. Box 1562
Houston, TX 77251
713.641.9573

CITY OF CORPUS CHRISTI**Reytec Job #2140****Staples St Phase II from Brawner to Barracuda**

Street and drainage improvements on Staples Street (a main artery in Corpus Christi). Work to include: removing inlets, manholes, and storm pipe and place new storm sewer box, pipes, inlets and manholes in accordance with the details. Reytec will also be removing asphalt street and replacing with flexible base, 9" concrete paving and curb, and concrete driveways and 8' sidewalks. Schedule is 330 days.

Contract Amount: \$6,530,742.00

Project Start Date: 07/2012

Riaz Ahmed
City of Corpus Christi
1201 Leopard St.
Corpus Christi, TX
361.826.3777



PROJECTS COMPLETED

CITY OF HOUSTON**Reytec Job #2151****Waterline Wrap Repairs II**

Work of the contract includes replacement, improvement and/or new installations on existing service lines and City water mains up to 16 inches in diameter with the use of repair wraps, resulting from emergency breaks, leaks, and customer complaints.

Contract Amount: \$855,148.90

Project Start Date: 03/2013

Orin Smith, P.E.
 City of Houston
 Department of Public Works & Engineering
 2700 Dalton
 Houston, TX 77017
 832.395.2500

UPPER KIRBY REDEVELOPMENT AUTHORITY**Reytec Job #2137****Richmond Avenue Drainage Improvements**

Construction or rehabilitation to primarily large diameter water lines, valves and appurtenances (24 inches in diameter and greater), including mobilizing and cooperating with City's Engineer to develop appropriate rehabilitation solutions, installing remedies, bedding and backfilling utilities, and restoring surface around area of work. City will issue Work Orders over a one year period. Amount of work to be performed may vary from no construction activity to times when multiple crews are necessary to meet requirements.

Contract Amount: \$4,720,779.00

Project Start Date:

Raj Tanwani, P.E.
 Gunda Corporation, LLC
 7322 Southwest Freeway, Suite 1802
 Houston, TX 77074
 713.541.3530
 713.541.0032 Fax

CITY OF HOUSTON**Reytec Job #2132****Neighborhood Street Reconstruction No. 435A**

The construction of paving, drainage, water and wastewater improvements along segments of various neighborhood streets throughout the Springwood Oaks, Timber Oaks, Wrenwood Oaks and Royal Oaks Subdivisions in the Spring Branch area.

Contract Amount: \$10,067,669.37

Project Start Date: 09/2011

Mohd Warrad, P.E.
 City of Houston
 P.O. Box 1562
 Houston, TX 77251
 832.395.2219

Reytec

Construction Resources, Inc.

PROJECTS COMPLETED

CITY OF HOUSTON

Reytec Job #2135

Emergency Repair of Water Line Breaks-10

Repair and replace broken water lines of various sizes up to 16" in diameter throughout the City of Houston.

Contract Amount: \$1,244,990.18

Project Start Date: 09/2011

Syed Moinuddin, P.E.
City of Houston
P.O. Box 1562
Houston, TX 77251
713.641.7806

CITY OF HOUSTON

Reytec Job #2134

Texas Avenue Lift Station Upgrade & Force Main Replacement

Replacement of lift station discharge piping, and construction of approximately 2700 feet of sanitary force main.

Contract Amount: \$2,632,549.00

Project Start Date: 01/2012

Iraj Ranjbar, P.E.
City of Houston
P.O. Box 1562
Houston, TX 77251
832.395.2303

CITY OF HOUSTON

Reytec Job #2133

Emergency Repair of Water Line Breaks-3

The project consisted of repair and replace broken water lines of various sizes up to 16" in diameter throughout the City of Houston

Contract Amount: \$688,977.00

Project Start Date: 07/2011

Syed Moinuddin, P.E.
City of Houston
P.O. Box 1562
Houston, TX 77251
713.641.7806

Reytec

Construction Resources, Inc.**PROJECTS COMPLETED****CITY OF HOUSTON****Reytec Job #2129****FY11 Fire Hydrant Replacement**

Reytec will act as the Prime Service Contractor to the City of Houston providing 3 crews available 7 days a week for 365 days a year to provide services described. This project involves replacement of fire hydrant and valves, the height correction of fire hydrants the relocation of fire hydrants, and or some point repair on City water mains up to 16" inches in diameter. It also includes ancillary work such as milling, asphalt overlay, and concrete removal/replacement associated with the above described work. This work will be incurred throughout various locations within the City of Houston.

Contract Amount: \$2,411,466.40

Project Start Date: 10/2010

Joanne Kamman
City of Houston
P.O. Box 1562
Houston, TX 77251
713.837.0037

CITY OF HOUSTON**Reytec Job #2127****Astoria Blvd. Paving and Drainage Improvements**

The project consist of approximately 38,823 square yards of 8 inch reinforced concrete pavement with 6" curb, approximately 10,880 linear feet of Storm Sewer of various sizes, approximately 4,540 linear feet of 4, 6, 8 and 12" water line, including all appurtenances. Construction methods for utilities include open cut and augering methods. The project limits are located within the City of Houston, and within the right-of-way of the cross streets within those limits. This project is considered to be a neighborhood reconstruction project for the City of Houston.

Contract Amount: \$3,986,983.20

Project Start Date: 05/2011

Joanne Kamman
City of Houston
P.O. Box 1562
Houston, TX 77251
713.837.0037

Reytec

Construction Resources, Inc.

PROJECTS COMPLETED

CITY OF CORPUS CHRISTI

Reytec Job #2126

Project 1: Mansheim & Helen (Bond 2008) Gabriel to Kostoryz & Sunnybrook to Gollihar consisting of Rehabilitation of Mansheim Boulevard from Gabriel Street to Kostroyz Road

Includes the removal and replacement of approximately 3,000 linear feet of 38' wide street and all existing storm sewer, wastewater and water infrastructure. Rehabilitation of Nesbitt Drive from McArdle Road to Gollihar Road including the removal and replacement of approximately 2,600 linear feet of 28' wide street and all existing storm sewer, wastewater and water infrastructure.

Project 2: Mansheim Area Improvements, Project No. 7397

Rehabilitation of approximately 14, 850 linear feet of existing vitrified clay pipe (VCP) wastewater main by pipe bursting; install approximately 1,200 linear feet of new gravity wastewater main; Rehabilitation and installation of manholes and replacement/extension of existing wastewater services.

Contract Amount: \$6,890,515.50

Project Start Date: 10/2010

City of Corpus Christi
Pete Anaya
1201 Leopard St
Corpus Christi, Texas
361-826-3081

CITY OF BEAUMONT Calder Phase III

Reytec Job #2125

Street and drainage improvements on Calder Street from Pheland Blvd to IH-10 East Bound frontage road. Work to include; removing landscaping, planters, asphalt overlay, concrete pavement and curb, flexible base, surfacing, driveways and sidewalks. Remove inlets, manholes, culverts and storm pipe and place new storm sewer box, pipes, inlets and manholes in accordance with the details. Install new storm sewer, inlets, construct base and concrete pavement wit curb and gutter. Install traffic signals, place new fiberglass lamp poles, install sidewalk, brick pavers, landscaping, and trees with tree grates in accordance with the details.

Contract Amount: \$9,687,522.00

Project Start Date: 09/10

City of Beaumont
Mr. Zheng Tan, P.E.
P.O. Box 3827
Beaumont TX 77704

Reytec

Construction Resources, Inc.

PROJECTS COMPLETED

CITY OF HOUSTON

Reytec Job #2124

S. Braeswood Reconstruction From Kirby to Stella Link;

The project consist of approximately 47,750 square yards of 10 – inch reinforced concrete pavement with 6" curb, approximately 4,840 linear feet of Storm Sewer of various sizes, approximately 4,540 linear feet of 4, 6, 8 and 12" water line, including all appurtenances. Construction methods for utilities include open cut and augering methods. The project limits are located within the City of Houston, and within the rights-of-way of the cross streets within those limits.

Contract Amount: \$5,555,067.10

Project Start Date: 10/2010

Joanne Kamman
City of Houston
P.O. Box 1562
Houston, TX 77251
713.837.0037

METRO - HOUSTON RAPID TRANSIT JV

Reytec Job #2122

East End Utility Relocation Segment 1B

Public utility relocations over a portion of the east corridor along Harrisburg Boulevard between Stiles Street and Altic Boulevard.

Contract Amount: \$1,826,971.00

Houston Rapid Transit JV
Mr. Gary Brown
1900 Main Street
Houston, TX 77002
713.652-8005

METRO - HOUSTON RAPID TRANSIT JV

Reytec Job #2121

East End Paving

Construction of initial Roadway construction for the East End Corridor between Everton Street and Stiles Street along Harrisburg.

Contract Amount: \$3,129,930.00

Project Start Date: 03/2010

Houston Rapid Transit JV
Mr. Gary Brown
1900 Main Street
Houston, TX 77002
713.652-8005

Reytec

Construction Resources, Inc.

PROJECTS COMPLETED

METRO - HOUSTON RAPID TRANSIT JV

Reytec Job #2119

North Corridor Bike Lanes

Construct new North Corridor Bike Lane beginning at the intersection of Fulton Street and Irvington Boulevard and traveling north along Irvington approximately 2.5 mile to East Crosstimbers.

Contract Amount: \$1,934,347.00

Project Start Date: 02/2010

Houston Rapid Transit JV

Mr. Joe Dooley

1900 Main Street

Houston, TX 77002

713-739-4932

CITY OF BEAUMONT

Reytec Job #2116

Fannin Street Drainage Improvements

Reytec is the **Prime Contractor** to the City of Beaumont and is responsible for the removal of all existing roadway, inlets, manholes, and storm pipe and install new from 11th Street to 4th Street work includes new landscaping, traffic signal poles, new lamp poles and drainage canal to I-10.

Contract Amount: \$5,249,915.25

Project Start Date: 02/2010

City of Beaumont

Rafael Miranda

P.O. Box 3827

Beaumont TX 77704

CITY OF ROSENBERG

Reytec Job #2115

Seabourne Creek Park Reclaimed Water System & Force Main

Construct Seabourne Creek Park reclaimed water system and forced main. Includes construction of a transmission pump station, construction of a 10" PVC forced main for reclaimed water, installation of cloth media filter unit, excavation & construction of a reclaimed water storage pond.

Contract Amount: \$937,813.00

City of Rosenberg

Mr. John Maresh

2110 Fourth Street

Rosenberg, TX 77471

832-595-3517

Jones & Carter, Inc.

6415 Reading Road

Rosenberg, Texas 77471

281.342.2033

**PROJECTS COMPLETED****CITY OF KATY****Reytec Job #2114****Avenue D Reconstruction**

Reconstruction of Avenue D from Highway 90 to Morton Road includes 59,902 SY of 7" concrete pavement, sidewalks and adjustments to existing utilities

Contract Amount: \$2,354,845.00

City of Katy
David Leyendecker
910 Avenue C
Katy, TX 774093

HENSEL PHELPS**Reytec Job #2111****UTHSC Dental Branch**

Site infrastructure for UT Health Science Center Research Park Complex, Dental Branch. Install underground utilities, clear and grubbing, fine grading, lime stabilization and building earthwork.

Contract Amount: \$830,000.00

Project Start Date: 11/2009

Hensel Phelps
Mr. Paul Stirling
8322 Cross Park Drive
Austin, TX 78754
713-395-1891

CITY OF RICHMOND**Reytec Job #2110****Lamar Drive Phase 2**

Reconstruction of Lamer Drive to include installation of new underground public utilities; water, storm sewer, and sanitary sewer. The existing roadway will be removed and widened to facilitate new utilities and we will replace 12,700SY of 7" concrete pavement.

Contract Amount: \$3,350,999.00

City of Richmond
Tim Griffith
402 Morton Street
Richmond, TX 77469
281-341-0808



PROJECTS COMPLETED

METRO - HOUSTON RAPID TRANSIT JV**Reytec Job #2108****East End Corridor Public Utility relocations Segment 2A**

Reytec is subcontracting through Houston Rapid Transit (HRT) to relocate and replace underground utilities along the proposed Metro Light Rail East Corridor

Contract Amount: \$3,162,000.00

Project Start Date: 09/2009

Houston Rapid Transit JV
Mr. Gary Brown
P.O. Box 2928
Houston, TX 77252
713.652.8004

CITY OF HOUSTON**Reytec Job #2107****Panagard and Bissonnet No. 1 Lift Station Replacement**

Reytec is the Prime Contractor to the City of Houston and consists of construction of two new lift stations, installation of SCADA Systems, and demolition of two existing lift stations.

Contract Amount: \$2,277,850.00

Project Start Date: 06/2009

City of Houston
P.O. Box 1562
Houston, TX 77251
713.837.0037

CITY OF HOUSTON**Reytec Job #2106****On-Call Rehabilitation to Large Diameter Water Lines, Valves & Appurtenances Pkg No. 7**

Reytec is the Prime Contractor to the City of Houston and is responsible for the construction and rehabilitation to primarily large diameter water lines, valves and appurtenances (24 inches in diameter and greater), including mobilizing and cooperating with City's Engineer to develop appropriate rehabilitation solutions, installing remedies, bedding and backfilling utilities, and restoring surface around area of work. City will issue Work Orders over a two-year period. Amount of work to be performed may vary from no construction activity to times when multiple crews are necessary to meet requirements.

Contract Amount: 1.050 Adjustment Factor (\$1,400,000.00)

Project Start Date: 06/2009

City of Houston
P.O. Box 1562
Houston, TX 77251
713.837.0037

**PROJECTS COMPLETED****MIDTOWN REDEVELOPMENT AUTHORITY****Reytec Job #2100****McGowen St. Reconstruction (Smith to Hamilton)**

Reytec is the **Prime Contractor** to the Midtown Redevelopment Authority and is responsible for the traffic control, street lighting, pavement markings, pollution prevention, site work/landscaping, demolition of existing concrete/asphalt paving (curbs, sidewalks, storm sewer), install concrete paving stamped concrete sidewalks, curbs, install sanitary sewer, waterline, storm sewer, 18,000 square yards of 10" concrete paving, and installation of new traffic signals. The sidewalks for this project also required decorative brick pavers to be installed throughout the length of the project. The traffic signaling was of a different standard design to complement the existing signal in the Midtown area.

Contract Amount: \$5,423,241.00

Project Start Date: 10/2008

Project Completion: 04/2010

Midtown Redevelopment Authority
410 Pierce, Suite 355
Houston, TX 77002
713.526.7577

CITY OF BEAUMONT**Reytec Job #2096****Calder Avenue Drainage Diversion and Pavement Improvement Project**

Reytec is the **Prime Contractor** to the City of Beaumont and is responsible for performing all street and drainage improvements on Calder Street from MLK Pkwy to Main Street and on Elizabeth Street from Walnut Street to the riverside. The project consists of removal of all landscape, pilings, asphalt overlay, concrete pavement and curb, driveways, sidewalks, inlets, manholes, culverts, and storm sewer pipe. In addition, Reytec will install new storm sewer boxes, inlets, asphalt stabilized base, concrete pavement, curb and gutter, brick paver sidewalks, driveways, and wheel chair ramps, traffic signals, new fiberglass lamp poles; construct base and concrete pavement with curb and gutter; return all Right of Way elevations.

Contract Amount: \$24,208,669.36

Project Start Date: 07/2008

Project Completion: 03/10/10

City of Beaumont
Mr. Zheng Tan, P.E.
P.O. Box 3827
Beaumont TX 77704

Reytec

Construction Resources, Inc.

PROJECTS COMPLETED

CITY OF HOUSTON

Reytec Job #2093

Storm Drainage Improvements in the Fonn Villas Subdivision

This project consists of approximately 5,915 linear feet of reinforced box storm sewer; 12,457 linear feet of 60-inch, 54-inch, 48-inch, 42-inch, 36-inch, 30-inch, and 24-inch storm sewers; 2,275 linear feet of 10-inch and 6-inch sludge force main; 1,690 linear feet of 15-inch, 12-inch, 10-inch, 8-inch, and 6-inch sanitary sewer; 5,820 linear feet of 54-inch, 15-inch, 12-inch, 10-inch, 8-inch and 6-inch sanitary sewer rehabilitation; 27,315 linear feet of 12-inch, 8-inch and 6-inch waterline; roadway reconstruction and sidewalk.

Contract Amount: \$16,274,537.10

Project Start Date: 05/2008

Project Completion: 03/2010

City of Houston
P.O. Box 1562
Houston, TX 77521
713.837.0037

CITY OF HOUSTON

Reytec Job #2091

On-Call Rehabilitation to Large Diameter Water Lines, Valves & Appurtenances Package #6

Reytec is the **Prime Contractor** to the City of Houston. The project consists of construction or rehabilitation to primarily large diameter water lines, valves and appurtenances (24 inches in diameter and greater), including mobilizing and cooperating with City's Engineer to develop appropriate rehabilitation solutions, installing remedies, bedding and backfilling utilities, and restoring surface around area of work. City will issue work orders over a two-year period.

Contract Amount: \$1,500,000.00

Project completion: 2008

City of Houston Public Works & Engineering
Brian Long, P.E.
P.O. Box 1562
Houston, Texas 77251 713.837.7680

PORT OF HOUSTON AUTHORITY

Reytec Job # 2090

Bayport Marine Gate Expansion, Stage 2- Civil and Electrical

Project to consist: Traffic control regulation, site preparation, excavation and grading, utilities water and storm drainage, concrete pavement, curbs, pavement markings, permanent signage, operating gate systems, electrical systems, voice and data cabling systems, fire alarm and fire sprinkler systems, and security systems and devices.

Contract Amount: \$2,173,750.00

Project Start Date: 09/2007

Project Completion: 05/2008

Port of Houston Authority
P.O. Box 2562
Houston, TX 77252-2562
713.670.2400

**PROJECTS COMPLETED****CITY OF HOUSTON****Reytec Job #2085****Kirby Drive Storm Sewer Relief Project Segment 3**

Reytec is the Prime Contractor to the City of Houston and is responsible for the traffic control, street lighting, pavement markings, pollution prevention, site work/landscaping, demolition of existing concrete/asphalt paving (curbs, sidewalks, storm sewer), This project consists of approximately 2,945 linear feet of 14-ft x 12-ft reinforced concrete box storm sewer, 1,544 linear feet of 24-inch, 30-inch, 36-inch, and 48-inch storm sewers, 395 linear feet of 8-in through 24-in water line and concrete roadway reconstruction with curb 752,000 square yards of 10" concrete paving, 6" curb and gutter, and stamped concrete sidewalks. The location of this project, which centered around the Kirby and University Blvd. intersection, which is one of the most congested areas in the City. We worked with over 42 different organizations, including Neighborhood HOA's and business groups on a daily bases. Communication with these groups was critical to our overall work plan. We had to coordinate with numerous local businesses on access and egress to their establishments, including working nights and weekends if required.

Contract Amount: \$14,377,097.00

Project Start Date: 12/2007

Project Completion: 03/10/10

City of Houston
P.O. Box 1562
Houston, Texas 77251
713.837.0037

CITY OF HOUSTON**Reytec Job #2084****Cook Road Paving Improvements from Bissonnet Road to Bellaire Boulevard**

Reconstruction of approximately 9,800 linear feet to consist of two 24 foot concrete roadway section with curb and gutter median, two H.C.F.C.D. bridge crossings and necessary underground utilities

Contract Amount: \$9,997,653.85

Project Start Date: 06/2007

Project Completion: 11/2008

City of Houston
P.O. Box 1562
Houston, Texas 77251

Reytec

Construction Resources, Inc.

PROJECTS COMPLETED

HOUSTON AIRPORT SYSTEM

Reytec Job #2083

William P. Hobby Airport - Terminal Improvement Program

East Concourse and Ticketing Building - Phase I

This project consists of demolishing the existing pavement and replacement of 35,000 sy of 16" concrete pavement at the Apron area. It also consists of constructing temporary access ways, installing the trench drain, foundation for the blast wall, stripping at the gates

Contract Amount: \$7,565,000.00

Project Start Date: 03/2007

Project Completion: 02/2009

Clark Construction Group - Texas, LP
7880 Airport Blvd
Houston, Texas 77061
713.636.3700

CITY OF HOUSTON

Reytec Job #2078

Central Park Subdivision Storm Sewer Facilities, Phase II

Reytec is the **Prime Contractor** to the City of Houston. The project will consist of 15,000 cubic yards of roadway excavation, removing 15,500 sq. yards of existing concrete drives, sidewalks, and roadways, 51,450 sq. yards of existing asphalt paving, 39,545 sq. yards of 6" reinforced concrete pavement, 14,535 sq. yards of 7" reinforced concrete pavement, 13,450 sq. yards of 6" concrete driveways, 6,700 sq. yards of 4 1/2" concrete sidewalk, 60,975 sq. yards of 6" lime stabilized base, and 23,000 sq. yards of Hydro-Mulch seeding.

Underground Utilities:

8,896 lf - 24" RCP Storm Sewer, Open Cut
2,393lf - 30" to 60" RCP Storm Sewer, Open Cut
926 lf - 19"x30" HE Class IV Storm Sewer, Open Cut
219 lf - 29"x45" HE Class IV Storm Sewer, Open Cut
560 lf - 34"x53" HE Class IV Storm Sewer, Open Cut
112 ea - Type BB Inlets
56 ea - Standard Storm Sewer 42" to 72" Manholes
9,200 lf - Remove & Replace 8" PVC Sanitary Sewer, Open Cut
32 ea - Sanitary Sewer Manholes
6,000 lf - 8" PVC Water main, Open Cut
6 ea - Fire Hydrants
174 ea - 2" Water Meters
174 ea - New Copper Service Lines & Connection to Meter Long & Short

Contract Amount: \$7,968,152

Project Start Date: 10/2006

Project completion: 01/2008

City of Houston Public Works & Engineering
Brian Long, P.E.
P.O. Box 1562
Houston, Texas 77251
713.837.7680

Reytec

Construction Resources, Inc.

PROJECTS COMPLETED

BEI ENGINEERING - PORT OF HOUSTON AUTHORITY

Reytec Job #2077

Port of Houston Main Gate Entrance

Reytec is the **Prime Subcontractor** to BEI Engineering for this design build project. Reytec will perform approximately 90% of the construction for this project.

The project consists of the removal of 3,000 sq. yards of 10" concrete along with the existing base, 1,300 sq. yards 6" depth of existing soil, and 3,900 sq. yards of 8" sub base lime stabilization, placement of 6" concrete cement treated crushed limestone base materials, various concrete retaining walls, and building slabs. Storm sewer consists of approximately 1,200lf of 18" - 24" RCP with various types of inlets.

Contract Amount: \$954,214.00

Project completion: 01/2007

Port of Houston Authority
Jack Banowsky, P.E.
P.O. Box 2562
Houston, Texas 77252
713.670.2467

BEI Engineers
Richard Montes, Project Manager
3741 Red Bluff Rd, #200
Pasadena, Texas 77503
713.475.2424 ext. 149

BAYTOWN AREA WATER AUTHORITY, BAYTOWN, TEXAS

Reytec Job #2076

30"/16" Water Transmission Main

Reytec is the **Prime Contractor** to the Baytown Area Water Authority. The project consists of the installation of approximately 26,000lf of 30" AWWA C-905 PVC pipe including valve, fittings, and approximately 5,300lf of 16" AWWA C-905 PVC pipe including valves and fittings. Both the 30" and 16" are being installed by open cut method. 1,000lf of 30" AWWA C-905 PVC pipe to be installed using the Slurry Auger Method. 1,424lf of 30" AWWA C-905 PVC pipe in 48" OD steel casing installed by Auger Method.

Contract Amount: \$9,068,660.00

Project completion: 08/2007

Baytown Area Water Authority
Baytown Public Works
Joe Lysengen, Project Manager
7425 Thompson Rd
Baytown, Texas 77521
281.426.3517

Pate Engineers
Paul Wallick, P.E.
13333 Northwest Freeway, Suite 300
Houston, Texas 77040
713.462.3178

Reytec

Construction Resources, Inc.

PROJECTS COMPLETED

CITY OF HOUSTON

Reytec Job #2075

On-Call Rehabilitation to Large Diameter Water Lines, Valves & Appurtenances

Package #5

Reytec is the **Prime Contractor** to the City of Houston. The project consists of construction or rehabilitation to primarily large diameter water lines, valves and appurtenances (24 inches in diameter and greater), including mobilizing and cooperating with City's Engineer to develop appropriate rehabilitation solutions, installing remedies, bedding and backfilling utilities, and restoring surface around area of work. City will issue work orders over a two-year period.

Contract Amount: \$3,000,000.00

Project completion: 2008

City of Houston Public Works & Engineering
Brian Long, P.E.
P.O. Box 1562
Houston, Texas 77251
713.837.7680

SOUTHWEST REDEVELOPMENT AUTHORITY

Reytec Job #2073

Bellaire Blvd at Fondren Road Intersection Improvements

Reytec is the **Prime Contractor** to the Southwest Redevelopment Authority and is responsible for the complete project. The project consist of the complete reconstruction of the Bellaire and Fondren intersection to provide left turn lane at all four corners as well as to beautify the intersection with concrete décor pavers, architectural concrete, state of the art Metro bus shelters, trees and new landscaping and irrigation. The handling of contaminated soils, 3,500 sq. yards of 3" asphalt over 10" of crushed limestone base for temporary paving, 3,600 sq. yards of 8" lime stabilized sub grade, 3,600 sq. yards of 10" concrete paving, traffic signals, traffic cameras, and pavement markings.

Underground Utilities:

450 lf - 24" to 42" RCP Storm Sewer, Open Cut

439 lf - 348" RCP Storm Sewer, Open Cut

1,132 lf - RCP Storm Sewer, Open Cut

19 ea - Type C Manhole Cast In Place

Miscellaneous Waterlines and Fire Hydrants Assemblies

Contract Amount: \$3,689,776.50

Project Start Date: 03/2006

Project completion: 03/2007

Southwest Redevelopment Authority
Haws Hill Calderon, LLP
Bill Calderon
2500 Tanglewilde St., Suite 260
Houston, Texas 77063
713.541.0447

Cobb Fendley & Associates
Matt Lopez, P.E.
13430 N.W Freeway, Suite 1100
Houston, Texas 77040
713.462.3242

Reytec

Construction Resources, Inc.

PROJECTS COMPLETED

CITY OF BELLAIRE

Reytec Job #2072

Bellaire Millennium Renewal Phase Six Contract One Reconstruction

Reytec is the **Prime Contractor** to the City of Bellaire, Texas and responsible for the complete project. Project consist of 19,000 sq. yards of 7" concrete paving, 41,000 sq. ft. of concrete sidewalk and wheelchair ramps, stripping, sodding, and traffic signal devices.

Underground Utilities:

920 lf - 24" RCP Storm Sewer	645 lf - 30" RCP Storm Sewer
1,240 lf - 36" RCP Storm Sewer	1,210 lf - 42" RCP Storm Sewer
1,975 lf - 60" RCP Storm Sewer	47 ea - B-B Inlets
7 ea - 4x4 Precast Storm Sewer Box Manholes	9 ea - 5x5 Precast Storm Sewer Box Manholes
14 ea - 6x6 Precast Storm Sewer Box Manholes	2 ea - 8x8 Precast Storm Sewer Box Manholes
3 ea - 8x5 Precast Storm Sewer Box Manholes	13 ea - 8x6 Precast Storm Sewer Box Manholes

Contract Amount: \$3,782,403.50

Project Completion: 04/2007

Claunch & Miller
Edwin Rydell, Project Engineer
4365 Southwest Freeway, Suite 1100
Houston, Texas 77027
713.622.9264

CITY OF HOUSTON

Reytec Job #2064

San Felipe Paving Improvements - Chimney Rock to Yorktown

Reytec is the **Prime Contractor** to the City of Houston and responsible for the complete project which includes traffic control, street lighting, pavement markings, pollution prevention, site work/landscaping, demolition of existing concrete/asphalt paving (curbs, sidewalks, storm sewer), install concrete paving, sidewalks, curbs, install sanitary sewer, waterline, storm sewer, 18,000 square yards of 8" concrete paving.

(Project is located on San Felipe between Chimney Rock and South Post Oak).

Underground Utilities:

1,300 lf - 12" Sanitary Sewer, Open Cut	289 lf - 24" Storm Sewer, Open Cut
545 lf - 60" Storm Sewer, Open Cut	193 lf - 72" Storm Sewer, Open Cut
200 lf - 12" PVC Water Main, Open Cut	1,902 lf - 16" PVC Water Main, Open Cut
1,888 lf - 36" Pre Stressed Bar Wrapped Concrete Cylinder Pipe Water Main, Open Cut	

Contract Amount: \$3,388,375.00

Projected Completion: 03/2007

City of Houston
Department of Public Works & Engineering
P.O. Box 1562
Houston, Texas 77251
713.837.0037

Reytec

Construction Resources, Inc.

PROJECTS COMPLETED

THE UNIVERSITY OF TEXAS M.D. ANDERSON CANCER CENTER U.T. Research Park Infrastructure Improvements Phase One

Reytec Job #2060

Reytec is the **Prime Subcontractor** to J.E. Dunn a Design Build General Contractor. Reytec is responsible for the turnkey installation of all utilities listed below. Other contractual responsibilities include storm water management, storm drainage, site work, concrete and asphalt paving, irrigation and landscaping systems. Underground storm water storage facility with stormceptor storm water release system. Underground chilled water pipe boxes. 26,000 sq. yards of 10" concrete paving for a new four lane boulevard to service new Research Park. Athletic fields and park area.

Underground Utilities:

4,461 lf - 12" PVC Water Main, Open Cut	952 lf - 8" PVC Water Main, Open Cut
1,843 lf - 12'x12' Storm Box Culverts, Open Cut	1,028 lf - 12'x8' Storm Box Culverts, Open Cut
802 lf - 36" RCP, C76 Storm Sewer, Open Cut	2 - 26,000 gal. Stormceptor Structure
1 - 9,000 gal. Stormceptor Structure	1,218 lf - 12'x6' Storm Box Culverts, Open Cut
336 lf - 12'x4' Storm Box Culverts, Open Cut	2,558 lf - 18" Sanitary Sewer, Open Cut
565 lf - 12" Sanitary Sewer, Open Cut	621 lf - 9x8 C-789 Storm Box Culvert, Open Cut

Contract Amount: \$9,222,625.00

Project Completion: 06/2006

J.E. Dunn Construction
Carl Chavis, Sr. Project Superintendent
3500 S. Gessner, Suite 200
Houston, Texas 77063
832.309.9886

MIDTOWN REDEVELOPMENT AUTHORITY Baldwin Park Neighborhood Streets

Reytec Job #2058

Reytec is the **Prime Contractor** to the Midtown Redevelopment Authority and responsible for traffic control, street lighting, pavement markings, pollution prevention, site work/landscaping, demolition of existing concrete/asphalt paving (curbs, sidewalks, storm sewer), install concrete paving, stamped concrete sidewalks, curbs, install sanitary sewer, waterline, storm sewer, 20,000 square yards of 7" concrete paving.

Underground Utilities:

790 lf - 8" PVC Sanitary Sewer, Open Cut	325 lf - 10" PVC Sanitary Sewer, Open Cut
6,450 lf - 8" CL-52 DIP Water, Open Cut	550 lf - 8" Water 16" Steel Casing Jack & Bore
1,215 lf - 24" RCP C-76 CL III Storm Sewer, Open Cut	
1,700 lf - 30" RCP C-76 CL III Storm Sewer, Open Cut	

Contract Amount: \$3,465,295.00

% Completed: 100%

Project Completion: 03/2007

Midtown Redevelopment Authority
Charles Le Blanc
3401 Louisiana #355
Houston, Texas 77002
713.526.7577

Reytec

Construction Resources, Inc.

PROJECTS COMPLETED

HARRIS COUNTY

Reytec Job #2054

C.E. King Parkway from Tidwell Road to Beaumont Highway

Reytec is the **Prime Contractor** to Harris County and is responsible for 35,000 sq. yards four lane 10" concrete roadway with an esplanade and concrete lined drainage channel, asphalt paving, two (2) concrete roadway bridge crossings, road excavation, lime stabilization, installation of stabilized base, B-B inlets, and type C manholes.

Storm Sewer:

2,005 lf - 24" RCP Storm Sewer

67 lf - 42" RCP Storm Sewer

698 lf - 4'x3' Reinforced Concrete Box Culvert

79 lf - 5'x5' Reinforced Concrete Box Culvert

400 lf - 6'x3' Reinforced Concrete Box Culvert

75 lf - 10'x6' Reinforced Concrete Box Culvert

190 lf - 30" RCP Storm Sewer

985 lf - 54" RCP Storm Sewer

494 lf - 5x3 Reinforced Concrete Box Culvert

515 lf - 5'x5' Reinforced Concrete Box Culvert

67 lf - 6'x4' Reinforced Concrete Box Culvert

Contract Amount: \$5,294,339.00

Projected Completion: 9/2006

Harris County, Public Infrastructure Dept.

Tylene Quincy

1001 Preston Ave. 7th Floor

Houston, Texas 77002

281.224.9457

CITY OF HOUSTON

Reytec Job #2053

Ella Paving from Pinemont to West Little York

Reytec is the **Prime Contractor** to the City of Houston and responsible for the complete project. Construction of ~5500lf of divided four (4) lane 57,000 sq. yards of 9" concrete street paving, curbs, esplanades, 30,000 cubic yards road excavation, traffic signal systems, 13,500lf 9x5, 3x4, 6x5 concrete box culvert, RCP storm, sanitary sewer and domestic water supply.

Underground Utilities:

3,912 lf - 24" RCP Storm Sewer, Open Cut

346 lf - 36" RCP Storm Sewer, Open Cut

1,019 lf - 5'x3' Box Storm Sewer, Open Cut

1,322 lf - 6x3 Box Storm Sewer, Open Cut

4,618 lf - 8x4 Box Storm Sewer, Open Cut

2,994 lf - 8" Sanitary Sewer, Open Cut

345 lf - 6" Watermain, Open Cut

8,130 lf - 12" PVC Watermain, Open Cut

308 lf - 30" RCP Storm Sewer, Open Cut

219 lf - 3'x3' Box Storm Sewer, Open Cut

110 lf - 5'x4' Box Storm Sewer, Open Cut

973 lf - 6x5 Box Storm Sewer, Open Cut

5,286 lf - 9x5 Box Storm Sewer, Open Cut

6,351 lf - 8" Sanitary Sewer Remove & Replace

1,120 lf - 8" PVC Watermain, Open Cut

253 lf - 16" PVC Watermain, Open Cut

Contract Amount: \$8,068,527.00

Projected Completion: 9/2006

City of Houston, Public Works and Engineering

Julius Lovelace

611 Walker

Houston, Texas 77002

713.854.2775

Century Engineering, Inc.

3030 South Gessner, Suite 100

Houston, Texas 77063

713.780.8871

Reytec

Construction Resources, Inc.

PROJECTS COMPLETED

THE UNIVERSITY OF TEXAS - M.D. ANDERSON CANCER CENTER

Reytec Job #2047

Pedestrian Bridge and Bates Road Realignment

Reytec acted as a **Prime Subcontractor** to Eby Construction/Flintco. Reytec was responsible for the realignment of Bates Rd in front of the Clark Cancer Clinic which included the relocation of large diameter oak trees, dedicated monuments pavers, the installation of temporary asphalt roads, sidewalks and temporary pedestrian walkways, and the relocation of all underground utilities, water meter vaults, the construction of concrete planter walls, junction boxes, and planter boxes. Removed 4,000 square yards of concrete and replace with 10" concrete, colored sand blasted sidewalks, decorative pedestrian canopy, pedestrian benches and decorative pavers.

Contract Amount: \$2,194,918.00

Completion Date: 03/2005

Flintco, Inc.

John Martin, Vice President

5316 Hwy 290 West, Suite 480

Austin, Texas 78735

512.891.7224

TEXAS A&M UNIVERSITY SYSTEM

Reytec Job #2046

Easterwood Airport West Side Development - Project No. 2-2922

Reytec Construction acted as the **Prime Contractor** to Texas A&M and was responsible for 11" concrete paving for hanger bldg. aprons, asphalt paving, road excavation, lime stabilization, installation of stabilized base, storm inlets, and storm sewer.

Contract Amount: \$1,596,112.00

Completion Date: 12/2004

Texas A&M University System

Theo Rouse, Division Director

200 Technology Way

College Station, Texas 77845

979.458.7005

GALVESTON COUNTY

Reytec Job #2044

Fairwood Road and Vauthier Road Improvements

Reytec acted as the **Prime Contractor** to the County of Galveston and responsible for the complete project. Project consisted of a complete remove and replace of 22,000 sq. yards asphalt road with a two (2) lane 8" concrete roadway, including concrete driveways, sidewalks, traffic signals, and road signs. Remove and replace existing two lane concrete bridge over existing bayou. 856 lf of 5'x2' concrete box culvert, Type A inlets, safety end treatments and driveway culverts.

Contract Amount: \$1,781,567.50

Completion Date: 02/2005

County of Galveston

G. Michael Fitzgerald, P.E.

123 Rosenberg, Suite 4157

Galveston, Texas 77550

409.770.5554

Klotz & Associates

Barry Vanderwalt, P.E.

1160 Dairy Ashford, Suite 500

Houston, Texas 77079

713.589.7257



PROJECTS COMPLETED

PORT OF HOUSTON AUTHORITY

Reytec Job #2041

Extension of Inspection Ramp and Additional Pavement in Terminal 3 at Barbours Cut

Reytec Construction acted as the Prime Contractor to the Port of Houston Authority and responsible for the complete project which consisted of 12" lime stabilization, asphalt removal, installation of 12" of asphalt base material, 10" concrete pavement, and installation of 4' concrete dock and metal canopy structure.

Contract Amount: \$685,981.00

Completion Date: 09/2004

Work Performed w/Forces: 100%

CITY OF HOUSTON

Reytec Job #2039

Bertner Bridge & Paving from Holcombe to S. Braeswood Package 1, Holcombe to Brays Bayou

Reytec Construction acted as the Prime Contractor to the City of Houston and was responsible for the complete project which included concrete paving, driveways, sidewalks, asphalt paving, road excavation, lime stabilization, installation of stabilized base, B-B inlets, and type C manholes, 66", 48", 36" storm sewer, sanitary sewer, domestic water.

Underground Utilities:

647 lf - 48" RCP Storm Sewer - Open Cut
 107 lf - 66" RCP Storm Sewer Jack and Bore
 53 lf - 12" Sanitary Sewer - Open Cut
 1,130 lf - 12" Water Main - Open Cut

445 lf - 66" RCP Storm Sewer - Open Cut
 253 lf - 24" RCP Storm Sewer - Open Cut
 643 lf - 18" Sanitary Sewer - Open Cut

Contract Amount: \$1,398,175.92

Completion Date: 09/2004

Work Performed w/Forces: 95%

Reytec

Construction Resources, Inc.

PROJECTS COMPLETED

THE UNIVERSITY OF TEXAS

Reytec Job #2029

M.D. Anderson Ambulatory Clinical Care Bldg - Herman Pressler Road & Utility Extension

Reytec acted as a Prime Subcontractor to Hensel Phelps a Design Build General Contractor.

Concrete and asphalt paving, curbs, sidewalks, storm sewer, domestic water, sanitary sewer. Landscaping. New four (4) lane concrete blvd 25,000 sq. yards of 10" concrete serving the MD Anderson Clinical Care Bldg., The Cancer Prevention Bldg., UT Health Science Center School of Nursing and two (2) major Medical Center parking garages.

Underground Utilities:

835 lf - 18" Sanitary Sewer - Open Cut
1,435 lf - 30" Sanitary Sewer - Micro Tunnel
2,340 lf - 12" Domestic Water Main - Open Cut
2,062 lf - 54" Storm Sewer - Open Cut

Contract Amount: \$4,425,938.00

Completion Date: 12/2004

Hensel Phelps Construction Co.
Michael Dwight
1314 Texas Ave., Suite 1015
Houston, Texas 77002
713.247.0174

CITY OF HOUSTON

Reytec Job #2026

72" Watermain along Ella Blvd. and W. 12th St.

Reytec Construction acted as a Prime Subcontractor to Jalco, Inc. and was responsible for concrete paving, driveways, sidewalks, asphalt paving, road excavation, lime stabilization, installation of stabilized base, storm sewer, B-B inlets, and type C manholes.

Contract Amount: \$1,654,420.00

Completion Date: 02/2004

Work Performed w/Forces: 100%

Reytec

Construction Resources, Inc.

PROJECTS COMPLETED

CITY OF HOUSTON

Reytec Job #2021

54" Watermain along Aston, Stonington, and Hempstead from Tidwell to Brittmore

Reytec Construction acted as Prime Subcontractor to Jalco, Inc. and was responsible for concrete paving, driveways, sidewalks, asphalt paving, road excavation, lime stabilization, installation of stabilized base, storm sewer, B-B inlets, and type C manholes.

Contract Amount: \$1,238,203.00

Completion Date: 11/2003

THE UNIVERSITY OF TEXAS

Reytec Job #2019

M.D. Anderson Cancer Center - Ambulatory Clinical Building Package #4

Reytec Construction acted as Prime Subcontractor to Hensel Phelps Construction Co. and was responsible for Cast-in-Place concrete columns, concrete foundation for three (3) lower levels of Ambulatory Clinical Care Building and concrete foundation walls to support building structure.

Contract Amount: \$830,000.00

Completion Date: 12/2003

Work Performed w/Forces: 100%

Hensel Phelps Construction Co.
Michael Dwight, Project Manager
1314 Texas Ave., Suite 1015
Houston, Texas 77002
713.247.0174



COMPANY OWNED EQUIPMENT

EXCAVATORS

EXC19	CAT	1992 245B EXCAVATOR
EXC22	CAT	2008 329DL HYDRAULIC EXCAVATOR
EXC25	CAT	2008 345DL WVG HYDRAULIC EXCAVATOR
EXC28	CAT	2010 314DLCR EXCAVATOR
EXC29	CAT	2010 320DL EXCAVATOR
EXC30	CAT	2010 336DL EXCAVATOR
EXC31	CAT	2012 320DLRR EXCAVATOR
EXC32	CAT	2012 336EL EXCAVATOR
EXC34	CAT	2012 336EL EXCAVATOR
EXC35	JOHN DEERE	2012 135D EXCAVATOR
EXC36	JOHN DEERE	2013 85D EXCAVATOR
EXC37	CAT	2013 328D (ZERO TURN) EXCAVATOR
EXC39	CAT	2013 314E LCR HYDRUALIC EXCAVATOR
EXC40	CAT	2014 349E EXCAVATOR
EXC41	CAT	2014 314E EXCAVATOR W/RUBBER TRACKS
EXC42	CAT	2014 349L HYDRAULIC EXCAVATOR
EXC43	CAT	2014 328D LCR EXCAVATOR

MINI EXCAVATORS

MEXC 01	CAT	2008 CAT 303C
MEXC 02	CAT	2011 CAT 305.5D
MEXC 03	CAT	2011 CAT 303.5D
MEXC 04	CAT	2011 CAT 303.5D
MEXC 05	CAT	2008 CAT 303CCR
MEXC 06	CAT	2008 CAT 303CCR
MEXC 07	CAT	CAT 305.5D
MEXC 08	CAT	2014 305.5D-CR MINI HYRAULIC EXCAVATOR

Reytec

Construction Resources, Inc.

BACKHOES

BH18	CAT	2004 420E IT BACKHOE LOADER
BH21	CAT	2007 420E IT BACKHOE LOADER
BH22	CAT	2008 420E IT BACKHOE LOADER
BH24	CAT	2011 420E BACKHOE LOADER
BH25	CAT	2012 420F IT BACKHOE LOADER
BH26	CAT	2012 420F IT BACKHOE LOADER
BH27	CAT	2012 420F IT BACKHOE LOADER
BH28	JOHN DEERE	2013 310SK BACKHOE LOADER
BH29	JOHN DEERE	2013 310SK BACKHOE LOADER
BH30	CAT	2013 420 FIT 4X4 RUBBER TIRE BACKHOE
BH31	CAT	2013 420 FIT BACKHOE
BH32	JOHN DEERE	310 SK BACKHOE

WHEEL LOADERS

LOD01	KOMATSU	2002 WA180 WHEEL LOADER
WL11	CAT	2010 924H WHEEL LOADER
WL12	CAT	2010 924H WHEEL LOADER
WL13	CAT	2011 924H WHEEL LOADER
WL14	CAT	2012 938K WHEEL LOADER
WL15	CAT	2013 938K WHEEL LOADER
WL16	JOHN DEERE	2013 544K WHEEL LOADER
WL17	CAT	938-K WHEEL LOADER W/FORKS
WL18	JOHN DEERE	2015 JOHN DEERE 524K LOADER
WL19	CAT	2014 924K WHEEL LOADER

SKID STEERS

SSL02	CAT	2007 248B HI FLOW XPS SKID STEER
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DOZERS

DZR07	CAT	2005 D4G-XL DOZER
DZR09	CAT	2004 D5G-XL CRAWLER DOZER
DZR11	CAT	2010 D4K-XL CRAWLER DOZER
DZR12	CAT	2010 D4K-XL CRAWLER DOZER
DZR13	CAT	2010 D4K-XL CRAWLER DOZER
DZR14	JOHN DEERE	2001 450J LGP CRAWLER DOZER

Reytec

Construction Resources, Inc.

PAVERS

PAV01	ALLEN	2003 28' TRIPLE TUBE PAVER
PAV02	CMC CONSTRUCTION	16' Triple Tube Paver w/Spray System
PAV05	ALLEN	2012 24' ROLLER TUBE
PAV06	WEILER	2012 P385 ASPHALT PAVER
PAV07	MAULDIN	2013 600MT TACK TANK
PAV08	ALLEN ENGINEERING	TRTP 255 CD 255 GANG

MOTOR GRADERS

MG03	CASE	65E MOTOR GRADER
MG04	JOHN DEERE	2013 70G MOTOR GRADER

MIXERS

MIX02	CAT	2005 RM-250C MIXER
MIX03	CAT	2012 RM-300 MIXER

MILLING MACHINES

MILL01	WIRTGEN 2100	2004 MILLING MACHINE
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COMPACTORS

CMR03	INGERSOLL-RAND	2003 SD-100 COMPACTOR ROLLER
CMR04	INGERSOLL-RAND	2004 SD-105 DX COMPACTOR ROLLER
CMR05	CAT	2007 CS-533E SOIL DRUM COMPACTOR
CMR06	CAT	CB-224 ASPHALT ROLLER COMPACTOR
CMR09	CATERPILLAR	2008 CS54 VIBRATORY COMPACTOR
CMR11	CATERPILLAR	CS-423E COMPACTOR ROLLER
CMR13	WACKER	RT 82 SC VIBRATORY TRENCH ROLLER
CMR14	CAT	2007 CB24 DOUBLE SMOOTH DRUM ROLLER
CMR15	DYNAPAC	2012 CC1120C ROLLER
CMR16	CAT	2014 CS44 SMOOTH DRUM ROLLER 84"
CMR17	DYNAPAC	2013 CC122 COMPACTOR DBL DRUM ROLLER

Reytec

Construction Resources, Inc.

BROOMS

BRM02	BROCE	2005 BROOM RJ350
BRM03	BROCE	RJ350 BROCE BROOM
BRM04	BROCE	RJ350 BROCE BROOM
BRM05	BROCE	2007 RJ350 BROOM
BRM06	BROCE	2009 RJ 350 BROOM

GENERATORS

GEN04	MAGNUM	MAGNUM GENERATOR MMG 125
GEN08	MAGNUM	MAGNUM GENERATOR MMG 100
GEN09	MAGNUM	MAGNUM GENERATOR MMG 35
GEN10	MAGNUM	MAGNUM GENERATOR MMG 35

COMPRESSORS

CMP01	INGERSOLL-RAND	2009 P185W1R AIR COMPRESSOR
CMP03	INGERSOLL-RAND	2003 185 AIR COMPRESSOR
CMP04	INGERSOLL-RAND	P185W1R AIR COMPRESSOR
CMP07	INGERSOLL-RAND	P185 AIR COMPRESSOR
CMP08	INGERSOLL-RAND	2008 P185 WJD AIR COMPRESSOR
CMP09	SULLAR	2007 SULLAR 175-195 CFM
CMP10	VOLVO	2014 PORTABLE AIR COMPRESSOR TRAILER

MISC. EQUIPMENT

DW03	DITCH WITCH	SK350 W/ 44: BUCKET
LITE01	INGERSOLL-RAND	LIGHT SOURCE TOWER
LITE02	INGERSOLL-RAND	LIGHT SOURCE TOWER
LITE03	INGERSOLL-RAND	LIGHT SOURCE TOWER
LITE04	INGERSOLL-RAND	LIGHT SOURCE TOWER
LITE05	VOLVO	LSC WKUB DOOSAN LIGHT TOWER
LITE06	VOLVO	LSC WKUB DOOSAN LIGHT TOWER
LITE07	VOLVO	L8 WKUB
LITE08	DOOSAN	2014 L8WKUB PORTABLE LIGHT TOWER
PMP01	GODWIN PUMP	1996 6" WATER PUMP & HOSES
PMP02	GODWIN PUMP	CD 150 M PUMP
PMP03	GODWIN PUMP	6" CD150MW WELLPOINT DIESEL PUMP
PMP04	GODWIN PUMP	6" CD150MW WELLPOINT DIESEL PUMP
PMP05	GODWIN PUMP	4" SLUDGE HS100GP

**MISC. EQUIPMENT CONTINUED**

PMP06	GODWIN PUMP	2013 6" DRI-PRIME CD150 M DIESEL PUMP
PMP07	GODWIN PUMP	2013 6" DRI-PRIME CD150 M DIESEL PUMP
ATV01	HONDA	2007 HONDA MC ATV
ATV02	HONDA	2007 HONDA MC ATV
FL01	PRINCETON	PRINCETON FORKLIFT
SEAL01		SEALING MACHINE
SEAL02	SUPER SHOT	SS125 DC
WLD02	MILLER BOBCAT	2005 WELDING MACHINE
WLD03	MILLER BOBCAT	2007 225 BOBCAT WELDING MACHINE

TRUCKS

215	MACK DUMP TRUCK CTP713B	2007
216	MACK DUMP TRUCK CTP713B	2007
217	MACK DUMP TRUCK CTP713B	2007
218	MACK DUMP TRUCK CTP713B	2007
227	PETERBILT 330 S/A	1999
228	MACK DUMP TRUCK	2013
229	MACK DUMP TRUCK	2013
232	MACK DUMP TRUCK	2013
233	MACK DUMP TRUCK	2013
234	MACK DUMP TRUCK	2013
235	MACK DUMP TRUCK	2013
236	MACK DUMP TRUCK	2013
237	MACK DUMP TRUCK	2013
238	MACK DUMP TRUCK	2014
239	MACK DUMP TRUCK	2014
240	PETERBILT BELLY DUMP	2015
241	PETERBILT BELLY DUMP	2015
242	MACK GU813 DUMP TRUCK	2015
243	MACK GU813 DUMP TRUCK	2015
244	MACK GU813 DUMP TRUCK	2015
245	MACK GU813 DUMP TRUCK	2015
246	MACK GU813 DUMP TRUCK	2015
247	MACK GU813 DUMP TRUCK	2015

Reytec

Construction Resources, Inc.

BP01-3709	McNEILUS CONCRETE	BACTH PLANT (W/AXLES)
CM400	MACK	2014 MACK GU813 - CONCRETE MIXER
CM401	TEREX	2004 ADVANCE CONCRETE MIXER
CM402	TEREX	2004 ADVANCE CONCRETE MIXER
CM403	TEREX	2005 ADVANCE CONCRETE MIXER
CM404	TEREX	2005 ADVANCE CONCRETE MIXER
CM405	TEREX	2006 ADVANCE CONCRETE MIXER
CM406	MACK	2015 MACK GU813

PUGMILL SYSTEMS 500 LS W/TWIN-SHAFT TWIN-DRIVE-DISCHARGE END DRIVE

PM01-1767	
A	1 - BELT SCALE FOR COORDINATING CEMENT FEEDER & WATER SYSTEM
B	1 - 1236 FEEDER BIN 12 YARD HOPPER & 36" BELT
C	1 - 3670 TRUSS FRAME CONVEYOR 36" WIDE BLT 70' LENGTH
D	1 - 528 BBL SILO (2,112 cu.ft.)
E	1 - LOSS IN WEIGHT CEMENT CONTROL FEEDER
F	1 - 10" X 10" ROTARY VANE FEEDER (3.6 cfm - 10.8 cfm)
G	1 - AERATION BLOWER FOR SILO
H	1 - 6" X 24' SCRE CONVEYOR
I	1 - 8' X 8' CONTROL HOUSE & CONTROL SYSTEM
	* 22" LCD Touchscreen Controls
	* ALLEN BRADLEY PLC for Automatic Proportioning & Recipe Control
	* WINDOWS PC with Printer for Production Reports

All equipment is in good working condition and located either at the Reytec equipment yard or a job site. Reytec has the capabilities to relocate equipment on demand.

Section 4

REYTEC CONSTRUCTION RESOURCES, INC.
CONSOLIDATED FINANCIAL STATEMENTS
JUNE 30, 2015

REYTEC CONSTRUCTION RESOURCES, INC.
CONSOLIDATED FINANCIAL STATEMENTS
JUNE 30, 2015

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JERRY T. PAUL*Certified Public Accountant*

4635 Southwest Freeway, Suite 650
Houston, TX 77027-7169
Phone 713.961.4141 Fax 281.888.7817
jerrypaulcpa@sbcglobal.net

INDEPENDENT ACCOUNTANT'S COMPILATION REPORT

To the Board of Directors
Reytec Construction Resources, Inc.
Houston, Texas

We have compiled the accompanying balance sheet of Reytec Construction Resources, Inc. as of June 30, 2015 and the related statements of income and changes in partners' equity for the six months then ended, and the accompanying information contained in Schedules 1, 2 and 3, which are presented only for supplementary analysis purposes. We have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with accounting principles generally accepted in the United States of America.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

Management has elected to omit substantially all of the disclosures and the statement of cash flows required by accounting principles generally accepted in the United States of America. If the omitted disclosures and the statement of cash flows were included in the financial statements, they might influence the user's conclusions about the Company's financial position, results of operations, and cash flows. Accordingly, the financial statements are not designed for those who are not informed about such matters.



Certified Public Accountant

Houston, Texas
August 7, 2015

EXHIBIT – A
(WITHOUT AUDIT)

REYTEC CONSTRUCTION RESOURCES, INC.
CONSOLIDATED BALANCE SHEET
JUNE 30, 2015

ASSETS

CURRENT ASSETS :

Cash and Cash Equivalents		\$ 1,704,932	
Certificate of Deposit		764,458	
Accounts Receivable:			
Contract Jobs	\$ 5,361,024		
Retainage	3,140,389		
Employee	<u>0</u>	8,501,413	
Costs and Estimated Earnings on Uncompleted			
Contracts in Excess of Related Billings		781,402	
Prepaid Expenses		153,893	
Due from Blanco River Ranch, LP		<u>2,693,005</u>	
<u>TOTAL CURRENT ASSETS</u>			\$14,599,103

FIXED ASSETS :

Land		364,561	
Buildings		1,198,271	
Construction Vehicles		5,697,343	
Furniture and Office Equipment		70,408	
Computer Equipment		209,410	
Machinery and Equipment		<u>13,080,602</u>	
		20,620,595	
Less- Accumulated Depreciation		<u>10,239,128</u>	
<u>TOTAL FIXED ASSETS</u>			10,381,467

OTHER ASSETS:

Investment in Texas Regional Water Resources		1,252,228	
Investment in Corpus Christi Industrial Park		791,878	
Investment in Benchmark Materials, LLC		<u>658,029</u>	
<u>TOTAL OTHER ASSETS</u>			<u>2,702,135</u>
<u>TOTAL ASSETS</u>			<u>\$27,682,705</u>

See Accountant's Compilation Report.

EXHIBIT – A
(WITHOUT AUDIT)

REYTEC CONSTRUCTION RESOURCES, INC.
CONSOLIDATED BALANCE SHEET
JUNE 30, 2015

LIABILITIES

CURRENT LIABILITIES:

Accounts Payable:		
Trade	\$ 6,434,708	
Retainage Due Subcontractors	<u>554,537</u>	\$ 6,989,245
Accrued Liabilities		197,942
Taxes Payable		28,000
Line of Credit Note Payable		500,000
Current Portion Long Term Debt		2,313,931
Billings on Uncompleted Contracts in Excess of Related Costs and Estimated Earnings		<u>2,900,436</u>
<u>TOTAL CURRENT LIABILITIES</u>		\$ 12,929,554

LONG TERM DEBT:

Mortgages Payable – Bank	1,315,675	
Equipment Notes Payable	5,194,509	
Capital Lease Obligations Payable	<u>3,294,248</u>	
	9,804,432	
Less – Current Portion	<u>2,313,931</u>	
<u>TOTAL LONG TERM DEBT</u>		<u>7,490,501</u>
<u>TOTAL LIABILITIES</u>		20,420,055

EQUITY

<u>STOCKHOLDERS' EQUITY AND PARTNERS' CAPITAL – EXHIBIT B</u>	<u>7,262,650</u>
<u>TOTAL LIABILITIES AND EQUITY</u>	<u>\$ 27,682,705</u>

See Accountant's Compilation Report.

EXHIBIT – C
(WITHOUT AUDIT)

REYTEC CONSTRUCTION RESOURCES, INC.
CONSOLIDATED STATEMENT OF OPERATIONS
FOR THE SIX MONTHS ENDED JUNE 30, 2015

	<u>EARNED</u>	<u>COST</u>	<u>GROSS PROFIT</u>
<u>CONTRACT INCOME:</u>			
Contracts Completed During the Six Months Ended June 30, 2015	\$ 1,568,857	\$ 1,322,955	\$ 245,902
Contracts in Progress at June 30, 2015	<u>19,645,307</u>	<u>17,091,588</u>	<u>2,553,719</u>
<u>GROSS PROFIT FROM CONTRACTS</u>	<u>\$ 21,214,164</u>	<u>\$ 18,414,543</u>	2,799,621
<u>INDIRECT COSTS</u>			<u>0</u>
<u>GROSS PROFIT</u>			2,799,621
<u>GENERAL AND ADMINISTRATIVE EXPENSES</u>			<u>2,368,349</u>
<u>INCOME FROM OPERATIONS</u>			431,272
<u>OTHER INCOME:</u>			
Gain on Sale of Fixed Assets		178,067	
Miscellaneous		0	
Interest Income		<u>760</u>	178,827
<u>OTHER EXPENSES:</u>			
Interest		138,881	
Bad Debts		<u>5,246</u>	<u>144,127</u>
<u>INCOME BEFORE TAX PROVISION</u>			465,972
<u>TAX PROVISION:</u>			
Federal		None	
State		<u>28,000</u>	<u>28,000</u>
<u>NET INCOME</u>			<u>\$ 437,972</u>

See Accountant's Compilation Report.

SCHEDULE - 1
(WITHOUT AUDIT)

REYTEC CONSTRUCTION RESOURCES, INC.
CONSOLIDATED SCHEDULE OF GENERAL AND ADMINISTRATIVE EXPENSES
FOR THE SIX MONTHS ENDED JUNE 30, 2015

Advertising	\$ 1,959
Accounting and Auditing	39,275
Bank Charges	494
Building Maintenance and Repairs	11,449
Business Development Expenses	119,307
Computer Expenses	53,018
Consulting Services	5,600
Contributions	36,500
Depreciation	25,642
Dues and Subscriptions	8,832
Entertainment	10,879
Health Insurance	(6,548)
Insurance – Other	57,798
Legal Expenses	7,043
Life Insurance	350
Miscellaneous	6,843
Office Supplies and Expenses	17,797
Payroll Taxes	77,538
Payroll Insurance	7,171
Postage and Delivery	1,887
Professional Fees	74,901
Rent	1,210
401K Plan Expenses	19,039
Salaries	1,532,418
Taxes	157,492
Travel	50,257
Telephone	38,920
Utilities	11,278
<u>TOTAL GENERAL AND ADMINISTRATIVE EXPENSES</u>	<u>\$ 2,368,349</u>

See Accountant's Compilation Report.

SCHEDULE-2
(WITHOUT AUDIT)

REYTEC CONSTRUCTION RESOURCES, INC.
CONSOLIDATED SCHEDULE OF COMPLETED CONTRACTS
FOR THE SIX MONTHS ENDED JUNE 30, 2015

JOB NO.	DESCRIPTION	CONTRACT TOTALS			BEFORE JANUARY 1, 2015			DURING THE SIX MONTHS ENDED JUNE 30, 2015		
		JOB REVENUE	JOB COST	GROSS PROFIT	JOB REVENUE	JOB COST	GROSS PROFIT	JOB REVENUE	JOB COST	GROSS PROFIT
2145	CITY OF HOUSTON MUSEUM DISTRICT IMPROVEMENT PROJECT	\$ 2,457,394	\$ 2,059,521	\$ 397,873	\$ 2,400,647	\$ 2,023,413	\$ 377,234	\$ 56,747	\$ 36,108	\$ 20,639
2152	CITY OF BEAUMONT MAGNOLIA AVENUE PAVING & DRAINAGE	5,100,958	4,921,868	179,090	3,692,272	3,638,621	53,651	1,408,686	1,283,247	125,439
2163	CITY OF CORPUS CHRISTI NAVIGATION BOULEVARD JOB CANCELLATION COMPENSATION	235,000	121,042	113,958	135,716	121,042	14,674	99,284	-	99,284
MISC	MISCELLANEOUS JOBS	4,140	3,600	540	-	-	-	4,140	3,600	540
TOTALS		\$ 7,797,492	\$ 7,106,031	\$ 691,461	\$ 6,228,635	\$ 5,783,076	\$ 445,559	\$ 1,568,857	\$ 1,322,955	\$ 245,902

See Accountant's Report

REYTEC CONSTRUCTION RESOURCES, INC.
CONSOLIDATED SCHEDULE OF CONTRACT JOBS IN PROGRESS
JUNE 30, 2015

JOB NO.	DESCRIPTION	JOB TO DATE			MANAGEMENT ESTIMATES								
		CONTRACT AMOUNT	BILLED TO DATE	BALANCE	COST TO DATE	COST TO COMPLETE	ESTIMATED TOTAL COST	ESTIMATED PROFIT	% COMPLETE	ESTIMATED EARNINGS	UNDER BILLINGS	OVER BILLINGS	ESTIMATED REVENUE
2136	CITY OF HOUSTON REHABILITATION TO LARGE DIAMETER WATER LINES	\$ 2,000,000	\$ 1,912,540	\$ 87,460	\$ 862,522	\$ 113,258	\$ 975,780	\$ 1,024,220	88.4%	\$ 905,340	\$ -	\$ 144,678	\$ 1,767,862
2141	CITY OF CORPUS CHRISTI WILLIAMS STREET PHASE 1 & 2	18,968,793	18,378,110	590,683	16,708,107	391,893	17,100,000	1,868,793	97.7%	1,825,965	155,962	0	18,534,072
2148	UNITED ENGINEERS RECONSTRUCTION OF BRITTMORE ROAD	10,416,074	10,284,564	131,510	9,588,589	102,000	9,690,589	725,485	98.9%	717,849	21,874	0	10,306,438
2153	CITY OF CORPUS CHRISTI OSO BAY PARK AREA PARK DEVELOPMENT-PHASE 2	4,296,966	3,944,805	352,161	3,947,126	97,899	4,045,025	251,941	97.6%	245,843	248,164	0	4,192,969
2155	CITY OF HOUSTON LARGE DIAMETER WATERLINE & VALVE REPLACEMENT	1,991,200	1,991,200	0	1,096,226	107,122	1,203,348	787,852	91.1%	717,717	0	177,257	1,813,943
2156	CITY OF HOUSTON FIREHYDRANT REPLACEMENT PROJECT	1,774,982	1,774,982	0	1,370,887	54,457	1,425,344	349,638	96.2%	336,280	0	67,815	1,707,167

REYTEC CONSTRUCTION RESOURCES, INC.
CONSOLIDATED SCHEDULE OF CONTRACT JOBS IN PROGRESS
JUNE 30, 2015

JOB NO.	DESCRIPTION	JOB TO DATE			MANAGEMENT ESTIMATES								
		CONTRACT AMOUNT	BILLED TO DATE	BALANCE	COST TO DATE	COST TO COMPLETE	ESTIMATED TOTAL COST	ESTIMATED PROFIT	% COMPLETE	ESTIMATED EARNINGS	UNDER BILLINGS	OVER BILLINGS	ESTIMATED REVENUE
2158	CITY OF CORPUS CHRISTI MCARDLE ROAD IMPROVEMENTS	10,732,455	3,827,667	6,904,788	3,898,536	6,501,464	10,400,000	332,455	37.5%	124,624	195,493	0	4,023,160
2159	CITY OF HOUSTON PRESSURE REDUCING VALVE STATION IMPROVEMENTS	2,170,694	1,831,013	339,681	1,205,756	276,165	1,481,921	688,773	81.4%	560,416	0	64,841	1,766,172
2161	CITY OF HOUSTON WALLISVILLE ROAD RECONSTRUCTION	12,111,691	5,140,009	6,971,682	4,753,473	6,411,162	11,164,635	947,056	42.6%	403,220	16,684	0	5,156,693
2162	CITY OF HOUSTON NEIGHBORHOOD STREET RECONSTRUCTION 465	15,297,833	7,482,190	7,815,643	5,525,415	8,301,494	13,826,909	1,470,924	40.0%	587,801	0	1,368,974	6,113,216
2164	UPPER KIRBY REDEVELOP AUTH WESTHEIMER RECONSTRUCT KIRBY TO SHEPHERD	7,390,747	3,803,571	3,587,176	2,644,101	3,365,867	6,009,968	1,380,779	44.0%	607,477	0	551,993	3,251,578
2165	CITY OF HOUSTON FY2015 LDP CONSTRUCTION WORK ORDERS #1	2,340,000	172,420	2,167,580	161,426	1,638,574	1,800,000	540,000	9.0%	48,428	37,434	0	209,854
2166	CITY OF HOUSTON WATER VALVE	2,738,348	767,146	1,971,202	351,980	2,112,533	2,464,513	273,835	14.3%	39,109	0	376,057	391,089
2168	CITY OF HOUSTON BUFFALO SPEEDWAY HOLMES ROAD TO AIRPORT BLVD	12,392,198	709,696	11,682,502	505,062	10,653,979	11,159,041	1,233,157	4.5%	55,813	0	148,821	560,875
2169	CITY OF HOUSTON NSR464	8,723,900	0	8,723,900	94,655	7,710,927	7,805,582	918,318	1.2%	11,136	105,791	0	105,791
TOTALS		\$ 113,345,881	\$ 62,019,913	\$ 51,325,968	\$ 52,713,861	\$ 47,838,794	\$ 100,552,655	\$ 12,793,226		\$ 7,187,017	\$ 781,402	\$ 2,900,436	\$ 59,900,878
LESS-AMOUNTS RECOGNIZED IN PRIOR YEARS					35,622,273					4,633,298			40,255,571
CURRENT YEAR AMOUNTS					\$ 17,091,588					\$ 2,553,719			\$ 19,645,307

See Accountant's Report

Section 5

BID BOND

STATE OF TEXAS

SURETY'S NO. n/aCOUNTY OF HARRIS

KNOW ALL MEN BY THESE PRESENTS that _____
Reytec Construction Resources, Inc.
 _____ (hereinafter called the "Principal"), as Principal,
 and Travelers Casualty and Surety Company of America
 _____ (hereinafter
 called the "Surety"), as Surety, are held and firmly bound unto the
 City of Bellaire, Texas (hereinafter called the "Obligee"), in the
 amount of Ten Percent (10%) of Greatest Amount Bid
 _____ Dollars
 (\$ 10% GAB), for the payment whereof the said Principal
 and Surety bind themselves and their heirs, administrators, execu-
 tors, successors and assigns, jointly and severally, firmly by these
 presents.

WHEREAS, the Principal has submitted a Bid or Proposal to
 enter into a certain written Contract with the Obligee to _____
Rebuild Bellaire Phase 5B Reconstruction, Bid No. 16-002
 _____.

NOW, THEREFORE, the condition of this obligation is such
 that if the said Principal shall faithfully enter into such written
 Contract, then this obligation shall be void but otherwise, shall
 remain in full force and effect.

Bidder hereby agrees to commence the work on the above project on or before a date to be specified in a written "Notice to Proceed" of the Owner and to fully complete the project within 365 consecutive calendar days thereafter as stipulated in the specifications and other contract documents. Bidder hereby further agrees to pay to Owner as liquidated damages the sum of \$ 1,200.00 for each consecutive calendar day in excess of the time set forth hereinabove for completion of this project, all as more fully set forth in the General Conditions of the contract documents.

Bidder understands and agrees that this bid proposal shall be completed and submitted in accordance with the General Instructions to Bidders.

Bidder understands that the Owner reserves the right to reject any or all bids and to waive any formality in the bidding.

Bidder agrees that this bid shall be good and may not be withdrawn for a period of thirty (30) calendar days after the scheduled closing time for receiving bids.

The undersigned Bidder hereby declares that he has visited the site of the work and has carefully examined the plans, specifications and contract documents pertaining to the work covered by this bid, and he further agrees to commence work on or before the date specified in the written notice to proceed and to substantially complete the work on which he has bid, as provided in the contract documents.

Enclosed with this proposal is a cashier's check or certified check for n/a Dollars (\$ n/a) or a bid bond in the sum of Ten Percent (10%) of Greatest Amount Bid (\$ 10% GAB), which it is agreed shall be collected and retained by the Owner as liquidated damages in the event the proposal is accepted by the Owner and the undersigned fails to execute the necessary contract documents and the required bonds (if any) with the Owner within ten (10) days after the date of receipt of written notification of acceptance of said proposal; otherwise said check or bond shall be returned to the undersigned upon demand.

Bidder understands and agrees that the contract to be executed by Bidder shall be bound and include all contract documents made available to him for his inspection in accordance with the Notice to Bidders.

Reytec Construction Resources, Inc.
Bidder

By: Ann T. Rey

Signature

Attachment: Rebuild Bellaire Phase 5B Letter of Recommendation (1646 : Rebuild Bellaire Phase 5B Construction Bid Award)

Type or Print:

Bidder's Name: Gregg T. Reyes

Bidder's Address: 1901 Hollister St

Houston, TX 77080

713-957-4003

Name of Person Signing: Gregg T. Reyes

Office Held: President

(If Bidder is a Corporation)

ATTEST:


Secretary

(Corporate Seal)

Travelers Casualty and Surety Company
of America

By: 
Larry D. Snider, Attorney-in-Fact

Attachment: Rebuild Bellaire Phase 5B Letter of Recommendation (1646 : Rebuild Bellaire Phase 5B Construction Bid Award)



POWER OF ATTORNEY

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
St. Paul Fire and Marine Insurance Company
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company

Attorney-In Fact No. 226123

Certificate No. 006294429

KNOW ALL MEN BY THESE PRESENTS: That Farmington Casualty Company, St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company are corporations duly organized under the laws of the State of Connecticut, that Fidelity and Guaranty Insurance Company is corporation duly organized under the laws of the State of Iowa, and that Fidelity and Guaranty Insurance Underwriters, Inc., is a corporation duly organized under the laws of the State of Wisconsin (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint

Norman E. Adams, John A. Prince, Michael Macomber, and Larry D. Snider

of the City of Houston, State of Texas, their true and lawful Attorney(s)-in-Fact each in their separate capacity if more than one is named above, to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed and their corporate seals to be hereto affixed, this 19th day of March, 2015.

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
St. Paul Fire and Marine Insurance Company
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company



State of Connecticut
City of Hartford ss.

By: Robert L. Raney
Robert L. Raney, Senior Vice President

On this the 19th day of March, 2015, before me personally appeared Robert L. Raney, who acknowledged himself to be the Senior Vice President of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

In Witness Whereof, I hereunto set my hand and official seal.
My Commission expires the 30th day of June, 2016.



Marie C. Tetreault
Marie C. Tetreault, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, Kevin E. Hughes, the undersigned, Assistant Secretary, of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 16th day of December, 20 15


Kevin E. Hughes, Assistant Secretary



To verify the authenticity of this Power of Attorney, call 1-800-421-3880 or contact us at www.travelersbond.com. Please refer to the Attorney-In-Fact number, the above-named individuals and the details of the bond to which the power is attached.



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Travelers Casualty and Surety Company of America (?)

A.M. Best #: 003609 NAIC #: 31194 FEIN #: 060907370

Domiciliary Address

 One Tower Square
 Hartford, CT 06183
[United States](#)

 Web: www.travelers.com

Phone: 860-277-0111

Fax: 860-277-7002

Assigned to insurance companies that have, in our opinion, a superior ability to meet their ongoing insurance obligations.


 Based on A.M. Best's analysis, [058470 - Travelers Companies, Inc.](#) is the **AMB Ultimate Parent** and identifies the topmost entity of the corporate structure. View a list of [operating insurance entities](#) in this structure.

Best's Credit Ratings

Financial Strength Rating [View Definition](#)

Rating: A++ (Superior)
Financial Size Category: XV (\$2 Billion or greater)
Outlook: Stable
Action: Affirmed
Effective Date: May 28, 2015
Initial Rating Date: June 30, 1975

Best's Credit Rating Analyst

Rating Issued by: A.M. Best Company, Inc.
Senior Financial Analyst: Michael W. Russo
Assistant Vice President: Jennifer Marshall, CPCU, ARM

Disclosure Information


 View A.M. Best's [Rating Disclosure Statement](#)


[A.M. Best Affirms Ratings of The Travelers Companies, Inc. and Its Subsidiaries](#)
 May 28, 2015

Long-Term Issuer Credit Rating [View Definition](#)

Long-Term: aa+
Outlook: Stable
Action: Affirmed
Effective Date: May 28, 2015
Initial Rating Date: April 18, 2005

 U Denotes [Under Review Best's Rating](#)

AMB Rating Unit

Note: This data record represents an **AMB Rating Unit** and the following Best's Credit Ratings are based on the consolidated financials assigned to this record.

AMB #	Company Name	Best's FSR	Best's ICR
087376	Travelers Cas & Sur Co of Europe Ltd	A++	aa+

Rating History

A.M. Best has provided ratings & analysis on this company since 1975.

Financial Strength		Long-Term Issuer Credit	
Effective Date	Rating	Effective Date	Rating
5/28/2015	A++	5/28/2015	aa+
5/23/2014	A++	5/23/2014	aa+
5/30/2013	A+	5/30/2013	aa
5/10/2012	A+	5/10/2012	aa
5/26/2011	A+	5/26/2011	aa
6/8/2010	A+	6/8/2010	aa

AMB Credit Reports



[AMB Credit Report](#) - includes Best's Financial Strength Rating and rationale along with comprehensive analytical commentary, detailed business overview and key financial data.
 Report Revision Date: 6/15/2015 (represents the latest significant change).


 Historical Reports are available in [AMB Credit Report Archive](#).

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ORDINANCE NO. 16-____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS, AUTHORIZING THE MAYOR AND THE CITY CLERK OF THE CITY OF BELLAIRE, TEXAS, TO EXECUTE AND ATTEST, RESPECTIVELY, FOR AND ON BEHALF OF THE CITY OF BELLAIRE, TEXAS, A *STANDARD FORM OF AGREEMENT* WITH REYTEC CONSTRUCTION RESOURCES, INC., IN A FORM AS ATTACHED HERETO AND MARKED EXHIBIT "A," FOR THE PERFORMANCE AND PROVISION OF ANY AND ALL SERVICES, MATERIALS, AND EQUIPMENT NECESSARY FOR THE REBUILD BELLAIRE PHASE FIVE-B RECONSTRUCTION PROJECT IN AN AMOUNT NOT TO EXCEED \$8,393,297.00.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS:

THAT the Mayor and the City Clerk of the City of Bellaire, Texas, are each hereby authorized to execute and attest, respectively, for and on behalf of the City of Bellaire, Texas, a *Standard Form of Agreement* with Reytec Construction Resources, Inc., in a form as attached hereto and marked Exhibit "A," for the performance and provision of any and all services, materials, and equipment necessary for the Rebuild Bellaire Phase Five-B Reconstruction Project in an amount not to exceed \$8,393,297.00 (Bid No. 16-002, Rebuild Bellaire Phase Five-B Reconstruction Project).

PASSED and APPROVED this 25th day of January, 2016.

(SEAL)

ATTEST:

Tracy L. Dutton, TRMC
City Clerk

SIGNED:

Andrew S. Friedberg
Mayor

APPROVED AS TO FORM:

Alan P. Petrov
City Attorney

Attachment: Ordinance - RB Ph5B Construction (1646 : Rebuild Bellaire Phase 5B Construction Bid Award)

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 01/25/16 07:00 PM
Department: Information
Technology
Category: Ordinance
Department Head: Larry Parks
DOC ID: 1747 B

**SCHEDULED
ACTION ITEM (ID # 1747)**

Item Title:

Consideration of and possible action on the adoption of an ordinance of the City Council of the City of Bellaire, Texas, authorizing the Mayor of the City of Bellaire, Texas, to execute, for and on behalf of the City of Bellaire, Texas, a contract for hosted telephone exchange services with Meriplex Communications, Ltd., for a three-year period - Submitted by Larry Parks, Director of Information Technology.

Background/Summary:

The City will transition to a cloud based hosted telephone system as a part of the FY2016 Information Technology Service Plan. On December 7, 2015, City Council was given a presentation on how a hosted service will meet the present and future communication needs. The hosted service, provided by Meriplex Communications, will be provisioned and thoroughly tested to provide continuous telephone service for all City Departments in a secure, redundant and cost effective manner for a contracted term of three years.

Previous Council Action Summary:

Presentation December 7, 2015

Fiscal Impact:

Budgeted in the FY16 budget

Setup fee: \$12,206 Monthly cost: \$6,436 Annual cost: \$77,232 Three year term for service: \$231,696

Comparative cost to upgrading current Cisco Call Manger and associated service relocation:

- One time cost: \$140,000 - \$160,000
- Annual cost: \$50,000-\$55,000
- Average annual cost (5 year lifespan): \$78,000 - \$87,000

Hosted service

- One time cost: \$12,206
- Annual cost: \$77,232
- Average annual cost (3 year term): \$81,300

Recommendation:

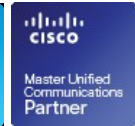
Accept recommendation and allow for release of a contract for hosted telephone services.

ATTACHMENTS:

- CityOfBellaire-CloudIPT-10-21-2015doc (PDF)
- Hosted Telephone Service Agreement with Meriplex Communications Inc (DOC)



10111 Richmond Ave, Suite 500 ♦ Houston, TX 77042
 Phone: 281.404.2300 ♦ Fax: 281.404.2294
 www.meriplex.com ♦ sales@meriplex.com



The Leader in Innovation through Cloud Integration

Sales Order Form presented to: City of Bellaire Bellaire, Texas

Meriplex Communications Ltd. would like to thank City of Bellaire for the opportunity to present this proposal.

Meriplex Communications, Ltd. is a Texas-based Limited Partnership that has established itself as a leader in the industry as an integrated voice and data provider by implementing cutting-edge technologies in Voice over Packet. Meriplex's General Manager was granted U.S. Patent #5,526,353 for Packetized Voice over Data Networks in 1996. Over 30 years of mainstream leadership experience in the telecommunications industry, coupled with rapid technological change, places Meriplex in the forefront for offering new VoIP technology business application alternatives to small, mid-sized and large businesses.

By partnering with premier suppliers such as Cisco Systems, Dell Computer, Level 3 Communications, Alpheus Communications (formerly EPGN) and Meriplex Telecom, LLC, Meriplex Communications has built a foundation of proven methodologies and reliable hardware.

Attachment: CityOfBellaire-CloudIPT-10-21-2015doc (1747 : Consideration of a hosted telephone service)



Proposed Services

MCS Cloud Based IP Phone Solution

- 130 Hosted Cisco IP Phone Service
 - Loc A: 7008 S. Rice Ave., Bellaire, TX 77401
 - Requires Cisco IP Phones and POE Switch
 - Call transfer/Voice announcements
 - Managed Cisco call control
 - 130 Voice mail accounts
 - Auto attendant
- 9 Hosted Analog Gateways
 - Loc A: 7008 S. Rice Ave., Bellaire, TX 77401
 - Customer provided Cisco Voice gateways
 - Call transfer/Voice announcements
 - Managed Cisco call control
- Metro Ethernet Internet Access
 - Loc A: 5101 Jessamine St. Bellaire, TX 77401
 - 5 Mbps Internet access
 - Public IP addresses with Justification
 - 24x7x365 Proactively Managed Circuit and Router
- 3M ESIP Port – Meriplex Cloud Environment
 - 30 Simultaneous ESIP Sessions
 - 24x7x365 Proactively Managed CUBE Router
 - Up to 6 Enhanced DID's (911, CNAM, DA, etc.)
 - Up to 200 Standard Inbound DIDs
 - 2,000 Nation-wide long distance minutes
- 3 Hosted Cisco Contact Center Express Premium Seats
 - Loc A: 7008 S. Rice Ave., Bellaire, TX 77401
 - Includes up to (1) scripts
 - Includes up to (1) queues
 - Includes enhanced training package

Quote is valid for 60 days

Scope of Work:

Meriplex Responsibilities

- Configure VPN Tunnels to Existing Customer Internet uplinks
- Migration of Customer existing 8.X CUCM Publisher and Subscriber Configurations to Meriplex Hosted Environment
- Migration of Customer existing 8.X Unity Server Configurations to Meriplex Hosted Environment
- Integrate Hosted Unity Platform with Office 365 for Voicemail to email functionality
- Migration of Customer existing 8.X UCCX to Meriplex Hosted Environment
- Install Finesse Agent Desktop on up to (3) computers



Implementation Plan:

Meriplex Responsibilities

- Order 5Mbps Metro Ethernet Circuit for Fire station from Carrier
- Configure VPN tunnels from City hall and Police station to Meriplex Hosted environment
- Activate Metro Ethernet circuit to Fire station
- Test failover routing across VPN tunnels
- Build out Sip connection to Meriplex hosted IPT environment
- Build out Hosted CUCM environment Mimicking design of current CUCM
- Build out Hosted Untiy environment Mimicking design of current Unity System
- Build out Hosted UCCX environment Mimicking design of current UCCX System
- Implement configurations freeze on current CUCM, Unity, and UCCX Systems
- Download full databases from Existing CUCM, Unity, and UCCX Systems
- Upload databases into Hosted IPT environment.
- Test outbound calls and phone to phone calls
- Alter DHCP configuration to point phones to new hosted call manager environment
- Port inbound numbers to new Sip trunk in Hosted environment
- Test inbound and outbound calls
- Confirm all phones registered
- Test failover across Police station internet link
- Test failover across City hall internet link
- Test 911 calls

Attachment: CityOfBellaire-CloudIPT-10-21-2015doc (1747 : Consideration of a hosted telephone service)



Setup Fee: \$12,206

Equipment: \$0

Monthly: \$6,436

Section I – Billing

The monthly fee defined above is paid in advance by the 1st or 15th of each month depending on your installation date. (*Applicable taxes and fees to be included.*) Should your usage of domestic long distance exceed purchased minutes, each additional minute will be billed at 6¢/min. Excess domestic long distance and any International minutes will appear on your following month's bill (International rates are posted on the Meriplex website: www.meriplex.com). All equipment needed for these services is sold separately. The Setup Fee as defined above is due prior to or upon installation. Please indicate your acceptance of these services and fees by reading and signing below.

Section II – Terms

You have elected to subscribe to Meriplex Communications, Ltd. (Meriplex's) services as described above, under its standard terms and conditions and the tariff and terms and conditions of local exchange carrier Meriplex Telecom, LLC. providing local exchange services. Service may be subject to credit approval and may require a deposit. These services will be provided on a **three year** contract under the following terms and conditions:

Acceptable Use Policy and Terms and Conditions

You agree to abide by Meriplex's Acceptable Use Policy and Terms and Conditions that are found on its web site at www.meriplex.com/acceptable_use_policy.htm.

The Acceptable Use Policy is merely a common sense approach to using Meriplex's services and the Internet. For example, it prohibits using the Internet for illegal purposes, transmitting threatening materials, transmitting SPAM or violating copyright laws.

The Terms and Conditions is a more detailed discussion of our agreement to provide services to you. For example, it states that you are responsible for paying for the services you use and for paying your bill on time. It explains that Meriplex retains ownership in the equipment that it may place on your premises. It also contains a discussion of warranties, liability and indemnification. You may review the Meriplex Communications, Ltd. Terms and Conditions at www.meriplex.com/terms_and_conditions.html. You may review the Meriplex Telecom, LLC tariff and term and conditions at www.meriplextelecom.com.

You should review both of these documents thoroughly prior to signing this contract and/or using Meriplex's services.

Section III – Agreement

I agree that City of Bellaire, its employees, and authorized users will abide by Meriplex's Acceptable Use Policy and Terms and Conditions and Meriplex Telecom's tariff and terms and conditions.

City of Bellaire

Authorized Representative

Printed Name

Title

Date

Meriplex Communications, Ltd.

Authorized Representative

Printed Name

Title

Date



Implementation and Network Management

Meriplex proactively manages and monitors all voice and data networks. Meriplex also offers 24/7 customer care and technical support to ensure that any questions that might arise are answered promptly and completely.

Acknowledgements:

- ☐ Customer acknowledges that Meriplex has no responsibility relating to Customer's internal wiring or configuration or service of Customer's telephone equipment.
- ☐ Customer acknowledges that Meriplex has no responsibility for reconfiguration or service of Customer's computer systems.
- ☐ Customer acknowledges that it is the Customer's responsibility to contact and coordinate with Customer's telephone equipment and computer systems (Local Area Network) vendors.
- ☐ Customer acknowledges that it is the Customer's responsibility to cancel all existing services with current providers.
- ☐ Customer is willing to accept data services prior to voice services at a prorated cost of \$____./month.

Emergency Contact Name/Title: _____ **Phone:** _____

Email: _____ **Cell Phone:** _____

Acceptable Contact Hours: _____

Service Address:

Address: _____

City: _____ **County:** _____ **State:** _____ **Zip:** _____

Phone: _____ **Fax:** _____

Billing Address:

Address: _____

City: _____ **County:** _____ **State:** _____ **Zip:** _____

Phone: _____ **Fax:** _____

Customer's initials acknowledging above: _____

Attachment: CityOfBellaire-CloudIPT-10-21-2015doc (1747 : Consideration of a hosted telephone service)



ORDINANCE NO. 16-_____

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF BELLAIRE, TEXAS, TO EXECUTE, FOR AND ON THE BEHALF OF THE CITY OF BELLAIRE, TEXAS, A CONTRACT FOR HOSTED TELEPHONE EXCHANGE SERVICES WITH MERIPLEX COMMUNICATIONS, LTD., FOR A THREE-YEAR PERIOD.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BELLAIRE, TEXAS:

THAT the City Manager of the City of Bellaire, Texas, is hereby authorized to execute, for and on behalf of the City of Bellaire, Texas, a contract for hosted telephone exchange services with Meriplex Communications, Ltd., for a three-period in an amount not to exceed \$243,902.00 (\$12,206.00 setup fee and monthly fees of \$6,436.00 for 36 months).

PASSED, APPROVED, and ADOPTED this 25th day of January, 2016.

(SEAL)

ATTEST:

SIGNED:

Tracy L. Dutton, TRMC
City Clerk

Andrew S. Friedberg
Mayor

APPROVED AS TO FORM:

Alan P. Petrov
City Attorney

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 01/25/16 07:00 PM
Department: City Manager's Office
Category: Discussion
Department Head: Paul A. Hofmann
DOC ID: 1784

**SCHEDULED
ACTION ITEM (ID # 1784)**

Item Title:

Discussion regarding the potential closure of certain streets along the feeder roads to see if there is a general consensus to direct the City Manager and staff to determine procedures and costs to proceed - Submitted by Roman F. Reed, Mayor Pro Tem.

Background/Summary:

Roman F. Reed, Mayor Pro Tem, is seeking to have a general discussion with Council regarding the potential closure of certain streets along the feeder roads and crime in Bellaire.

On December 7, 2015, a citywide Traffic Engineering Study (the "Mobility Study") was presented to members of City Council by Harish Narayanappa, PE, PTOE, President of Epic Transportation Group, LP ("ETG").

One purpose of the Mobility Study was to evaluate the impact of closing streets at three locations. The study concluded that street closure can be accomplished without undue constraints, inconvenience, or excessive delay to residents at the three locations.

Previous Council Action Summary:

As noted above, the Mobility Study was presented to members of City Council on December 7, 2015.

Fiscal Impact:

None at this time.

Recommendation:

Discussion of the requested topic.

Mayor and Council

7008 S. Rice Avenue
Bellaire, TX 77401



Meeting: 01/25/16 07:00 PM
Department: City Manager
Category: Discussion
Department Head: Paul A. Hofmann
DOC ID: 1797

**SCHEDULED
ACTION ITEM (ID # 1797)**

Item Title:

Discussion and possible action to direct City Staff to: (1) prepare a budget amendment for City Council consideration that would allow for the construction of new water lines, as needed, within the FY 2016 budget; (2) to conduct an evaluation of City water lines to define locations of high failure rates of other lines in addition to the 5200 block of Grand Lake Street; (3) to replace water lines in the 5200 block of Grand Lake Street and any other lines that have exhibited high failure rates; and (4) to conduct an engineering analysis to define failure cause and corrective action for new water line construction - Submitted by Pat B. McLaughlan, Council Member.

Background/Summary:

In light of recent water line failures in the 5200 block of Grand Lake Street, Council Member Pat B. McLaughlan has requested this agenda item for purposes of discussion and possible action to direct City Staff to: (1) prepare a budget amendment for City Council consideration that would allow for the construction of new water lines, as needed, within the FY 2016 budget; (2) conduct an evaluation of City water lines to define locations of high failure rates of other lines in addition to the 5200 block of Grand Lake Street; (3) replace water lines in the 5200 block of Grand Lake Street and any other lines that have exhibited high failure rates; and (4) conduct an engineering analysis to define failure cause and corrective action for new water line construction.

Previous Council Action Summary:

N/A

Fiscal Impact:

To be determined.

Recommendation:

Pat B. McLaughlan, Council Member, requests favorable action and direction to City Staff as outlined above.